

**East Side Highway District Board of Commissioners
November 14, 2022 Board Meeting Minutes**

1. Call to Order

Chairman Christensen called the meeting to order at 9:00

2. Roll Call

Present: Commissioner Christensen, Commissioner Sieverding, Commissioner Addington

District Professional Staff: Director of Highways Weymouth, Deputy Director Yerian, Clerk Ham

Angela Comstock P.E. with JUB Engineering, Melissa Cleveland P.E. & Phil Boyd P.E. with Welch Comer Engineering, Susan Lasuen & Candice Dickinson with III-A Trust

Guests: Dave & Jeanie Marsan, Stan Thornton, Marilyn Tanner, Fawna Estep, Mike Estep, Randy Holte, Lance Jordan, Fritz Wolff

3. Approval of Agenda

Commissioner Sieverding moved to approve today's agenda as presented. Commissioner Addington seconded the motion, and the motion carried.

Declared Conflicts of Interest: none

4. Public Comment for non-agenda items: None

5. Approval of Minutes

Action: Commissioner Sieverding motioned to approve the October 17, 2022 Regular Board Meeting and Public Hearing Minutes as presented. Commissioner Addington seconded the motion, and the motion carried.

6. Treasury Report

Action: Commissioner Sieverding asked staff to review her recommendations for proposed transfers in the formula on the Income & Budget Comparison page. Commissioner Addington moved to approve the Treasury Report. Commissioner Sieverding seconded the motion, and the motion carried. The November 2022 Treasury Report Cash Fund Balances are as follows:

Petty Cash	\$200.00
Umpqua Checking	\$76,052
Less Assured Macro-Balance	(1,500.00)
State Treasury Fund 891	\$2,107,789
CDA Lake Dr. DBF Fund 412	\$1,578,059
Traffic Mitigation DBF Fund 369	\$246,293
Total Funds	\$4,006,902

7. New Business

A. Blue Creek Road Culvert Project: Resident and Blue Wolf Community Hall spokesman Dave Marsan addressed the Board with concerns about the proposed replacement culvert size and sediment control. He requested leaving the ditch intact and installing eco-blocks to collect sediment before it reaches the community hall. Director Weymouth presented the Board and audience with information from the Idaho Department of Lands regarding flow rates for 50 & 100-year storm events. The planned culvert capacity exceeds the 50-year storm event by 150%. From a safety and liability standpoint, he recommended we clean out the entrances and install small rock check dams in the

roadside ditches for better sediment control. Periodic stream bed cleanouts would be beneficial to better control debris in high water events.

- B. JUB Project Status Update: Engineer Comstock reviewed projects.
- KN22872 Canyon-Fernan Guardrail Project – the bidding process is complete and All Rail Construction was awarded the project. We expect the work to be done in the first six months of 2023.
 - GIS – Staff attended training at JUB with more training sessions scheduled.
 - SD3 Shed – we are waiting for the County’s final approval.
 - Leading Idaho Grant Funding. The District is exploring the possibility with DEQ to contract Yellowstone Trail Road and Sunnyside funded work.
- C. MS4 Permit: Melissa Cleveland, P.E. with Welch Comer Engineering, shared the annual report and annual Storm Water Management Plan. The annual reporting is a DEQ requirement of the joint permit with Post Falls & Lakes Highway Districts. As planned, the outfall map will be added to our GIS mapping system.
Action: Commissioner Sieverding motioned to approve the documents and to authorize Director Weymouth to sign and submit these reports to IDEQ. Commissioner Addington seconded the motion, and the motion carried.
- D. Coeur d Alene Lake Drive Right of Way Discussion: Phil Boyd P.E. with Welch Comer Engineering and Resident Fritz Wolff presented the Board with the proposed Bennet Bay Project development on Coeur d Alene Lake Drive. The presentation indicated this would be a cost-effective way to address previously identified traffic calming and safety issues. If approved by the County, the District would be the recipient of an improved roadway. They discussed many moving parts of the proposal. The District’s cost would be limited to in-kind material excavation and replacement in the same local area. Mr. Wolff believes their proposed enhancement improves traffic safety and promotes a healthy ecosystem. The Board favored further discussions.

Chairman Christensen called a recess at 10:25 a.m. The meeting reconvened at 10:35 a.m.

- E. III-A Trust Annual Business Report: Susan Lasuen presented the annual business report for the III-A Trust, administrators of the District’s medical insurance policy. The national trend indicates a slow and steady recovery from COVID related expenses. Their focus is to keep costs down. Benefits added to the policy, such as mail-order pharmacy, telehealth, and on-site wellness clinics, are instrumental in supporting that effort. The Trust experienced a 5.6% average increase over the last five years, while the state average is 6.82%. Overall, the Trust continues to perform well.
- F. Leading Idaho Bridge Program Agreement (KN 30590 & KN 30510): The District’s two applications are approved and with no match requirements.
The Canyon Road Bridge (KN 30590) will be replaced. The final designs are yet to be determined. Commissioner Christensen would like more involvement in the design process and asked if we could add a clause that allows us to consider adding small design/ enhancement features. Any upgrades would be at the District’s cost.
The Springston Bridge (KN 30510) is a removal project. The Board proposed several changes to both agreements, which Director Weymouth made in the live document. The following changes were

added to page 4 of 5: Potential roadway improvements adjacent to the bridge and the cost of removal and disposal of the existing bridge to be included in the total costs.

Action: Commissioner Addington moved to approve the agreement contingent on LHTAC's acceptance of the proposed changes and authorized the Director to sign the agreement. Commissioner Sieverding seconded the motion and the motion carried.

- G. 2023 Meeting Calendar: The following board meeting date changes were discussed and approved. We adjusted the January, February & November Board meeting dates due to holiday weekends. The August Board meeting was moved to the 2nd Monday of the month to accommodate the budget workshop and Budget Hearing scheduled for August 28th. The approved schedule will be posted at the office, on the website and scheduled for annual publication in the CDA Press.

8. Old Business (No changes were made)

9. Correspondence: (No discussion)

10. Staff Reports

- A. Clerk Ham reported that the District's annual audit, conducted through Magnuson McHugh, is scheduled for the week of December 5th.

B. Director of Highways Weymouth:

- The Sub 1 Crewman position is filled bringing that shop into full staff. Due to the crewman's experience and job market competition, Director Weymouth recommended we add him as active employee December 1st, with benefits January 1st.
- The server is installed and we are working toward file organization.
- Pubworks is working on data integration with staff training planned in December.
- O'Gara Road culvert slip lining is complete.
- The Carlin Bay cost share has moving pieces that will adjust cost estimates.
- Construction of the Gray's Meadow Restoration Partnership project is anticipated next summer.
- The River Road culvert project grant planning suffered some setbacks with personnel changes within the USFS.
- The Sub 2 shop door sustained damage in a recent incident, and we are working with ICRMP for structural design and repairs.
- JUB Engineers is updating the concept design for Phase 4 of Yellowstone Trail Road to address the problem areas and alignment.
- We have applied for an LHRIP grant for gravel.
- Tree removal at Ponderosa and Sunnyside would enhance the safety aspect of the intersection.

C. Deputy Yerian

- One of the F250's arrived, and we being told the remaining units will arrive in December.
- The 550 should be delivered in early 2023.
- The second budgeted deicer, plow, and box costs have increased by 18%. The Monroe tank is delayed by 400 days. We will take delivery and use the truck while waiting for the accessories.
- We are still seeing supply chain issues.
- There may be an opportunity to obtain surplus trucks from LHD.

D. Commissioner Addington
Commissioner Sieverding

Commissioner Christensen asked about the Silver Beach slide area and noted the new markers. He shared IAHD's development of the Co-Op and the opportunity to obtain deicer, parts, tires, vehicles, and more. There will be additional information at the annual conference and invited staff to look into the potential and provide feedback. He would like to see a focus on some of our most problematic roads like Rocky Canyon, Yellowstone Trail, and/or Blue Creek.

11. Adjournment: There being no further business to come before the Commissioners, the Chairman adjourned the meeting at 12:10 p.m.

Chairman Christensen
Sub District 1 Commissioner

Commissioner Addington
Sub District 3 Commissioner

Angela Sieverding
Sub District 2 Commissioner

Rosie Ham, District Clerk