

**East Side Highway District Board of Commissioners  
Regular Meeting Minutes  
January 23, 2023**

1. Call to Order: Chairman Christensen called the meeting to order at 9:02 a.m.
2. Roll Call  
Commissioner Christensen, Commissioner Sieverding, Commissioner Addington  
Staff present: Director of Highways Weymouth, Deputy Director Yerian, Clerk Ham  
Guests: JUB Engineer Angie Comstock; Joe Huston with James Vernon & Weeks; Pat Wardian; Greg Delavan
3. Approval of Agenda: Commissioner Addington moved to approve the January 23, 2023 meeting agenda. Commissioner Sieverding seconded the motion. The motion carried.  
Declared Conflicts of Interest: none
4. Visitors/ Public Comment  
**Use of Right of Way Permit**: Last month, we tabled Mr. Wardian’s Permit(s) subject to Attorney Week’s legal review. Because this permit is outside the normal scope of permits, the Board’s review and approval is standard protocol. A Special Call Meeting will be scheduled as soon as the review is complete to finalize the permits. Mr. Wardian’s plans, developed by a structural engineer, have been reviewed and approved by the Idaho Department of Lands and the Idaho Department of Parks. We will default to the State of Idaho regulations for the shoreline stabilization work planned. Director Weymouth will validate the certification of compliance process with the State of Idaho.  
Mr. Wardian expressed concerns about the high-risk elm trees in the section of the Centennial Trail. Director Weymouth confirmed that the trees are in the District’s right of way, and have reached the end of their life span. The District has previously worked with an arborist for problematic tree removal and will most likely go that same route in this case.
5. Approval of Minutes  
Commissioner Addington moved to approve the December 19, 2022 Regular Meeting Minutes and January 5, 2023 Special Call Minutes meeting minutes as presented. Commissioner Sieverding seconded the motion. The motion carried.
6. Approval of Treasury Report  
Commissioner Sieverding moved to approve the Treasury Report. Commissioner Addington seconded the motion. The motion carried. The January 2023 Treasury Report Cash Fund Balances are as follows:

Petty Cash	\$200.00
Umpqua Checking	\$87,966
Less Assured Macro-Balance	(1,500.00)
State Treasury Fund 891	\$1,617,230
CDA Lake Dr. DBF Fund 412	\$1,584,535
Traffic Mitigation DBF Fund 369	\$247,294
<b>Total Funds</b>	<b>\$3,535,725</b>

7. New Business

A. JUB Project Status: Angie Comstock P.E. highlighted some of the following items:

- KN22872 Canyon & Fernan Lake Guardrail Construction (no action needed) The Notice to Proceed is in place, and construction is scheduled for April 2023.
- GIS Assistance (no action needed) The ongoing task will include producing an updated District Right of Way map.
- Frontage Road Bridge of Wolf Creek – Permission was granted to pursue a Joint Application permit through the Army Corp of Engineers. The work will be completed at the next low-water opportunity and will be compliant with environmental reporting requirements.
- Leading Idaho Grant Support: DEQ requires plan sheets, so they will assist Director Weymouth with preparation of the drawings for submittal to DEQ.
- LHTAC Grant Season: The LHRIP & STP-Rural applications for Sunnyside/Mullan and Sunnyside/Ponderosa intersection improvements have been submitted. LHTAC will release its rankings at the March 10, 2023 Council Meeting.
- Director Weymouth clarified that the Frontage Road Bridge and Leading Idaho Grant Support fit within the budget line item, and he will address those project/permit agreements administratively.

B. JUB Authorization for Additional Services -Yellowstone Trail Road. A scope of work is prepared to address the corridor study and planning for the section between Bonnell and Sunnyside Roads should the Board consider proceeding. The proposed Authorization for Additional Services would cost \$91.9K. Director Weymouth and Engineer Comstock conducted a site visit last week. They observed steep topography that would require extensive and costly fixes. Engineer Comstock has developed multiple plans to address these types of significant deficiencies. Commissioner Christensen said the residents have alternative routes, and now that we secured grant funding to repair Sunnyside Road, that alone would alleviate traffic on this road. He has a hard time spending this much (\$6-8M) on a section of road that will have such reduced traffic.

Commissioner Christensen suggested delaying any decisions on the agreement. He would like to meet with the Blue Wolf Community to gather their thoughts when we have a bigger picture of what needs to happen in that area. For the time being, he would rather put our energies into repairing Sunnyside Road. No action was taken on this agenda item.

C. Forest Service Agreement (removed)

D. Executive Session under I.C. 704-206 (i) Pending Litigation for Boothe Park. Commissioner Sieverding motioned to enter into Executive Session at 9:44 a.m. Commissioner Addington seconded the motion, and the motion carried.

Roll call to enter into Executive Session:

- Commissioner Christensen – yes
- Commissioner Sieverding – yes
- Commissioner Addington – yes

The Executive Session concluded at 10:00 a.m., and the following action was taken.

Commissioner Sieverding motioned to enter into a Settlement Agreement between the East Side Highway District and Mr. & Mrs. Gregory Delavan, and authorize Chairman Christensen to sign the agreement. Commissioner Addington seconded the motion, and the motion carried.

#### 8. Old Business

1. The Hiring Policy / Personnel Manual was moved to May 2023.
2. JUB Engineering is working with Greg Wallingford on the DH1510 Report with all the changes. GIS integration with District staff is going well.
3. The last District ROW Map was produced in 2010. JUB is updating the official map for publication and is coordinating with our staff on what data will be available in the legends. Director Weymouth will ask JUB what they currently have on the Legend List and will forward that to the Board for input.
4. Added to the list from Agenda Item 8.B. Authorization for Additional Services – Yellowstone Trail Road for future discussion.

9. Correspondence Permits and Reports: The Board discussed items 14 ICRMP Personnel Policy, #15 Grey's Meadow, #38 PERSI, #40 Pubworks training, #46 Sunset Drive weight limits, #50 Bonanza Ranch Cease & Desist letter.

#### 10. Staff Reports

Director of Highways Weymouth:

- One crewman is helping with data entry in Pubworks while on light duty.
- The winter maintenance line item is over budget. The type of weather we've been getting requires more deicer, and the timing of the snow events are both major contributing factors. Deputy Director Yerian explained that the winter mag has a corrosive inhibitor added making it more expensive than the product used for road stabilization.

Deputy Director Yerian:

- District mechanic Doug Combs successfully got all of the 2008 Western Stars up and running. We now have diagnostic software that helps us to maintain the equipment more efficiently.
- Yerian reported that vehicle manufacturers have moved to an online ordering system for pickups, and there are only so many build slots. He has reached out to Chevy, Dodge, and Ford; the only manufacturer to respond so far is Ford.

Commissioner Addington asked about weight restrictions and who enforces them. Deputy Yerian replied that the Port of Entry has portable scales, but the authority rests with ISP commercial vehicle agent.

Commissioner Sieverding said she has been receiving a lot of election related calls and encourages those interested in attending the District's board meetings.

Commissioner Christensen discussed the trees along the Centennial Trail on Coeur d Alene Lake Drive.

#### Adjournment

There being no further business to come before the Commissioners, the Chairman adjourned the meeting at 10:40 a.m.

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Graham Christensen, Chairman  
Sub District 1 Commissioner

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Angela Sieverding  
Sub District 2 Commissioner

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Mark Addington  
Sub District 3 Commissioner

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Rosie Ham  
District Clerk