

East Side Highway District Board of Commissioners
October 16, 2023
Board Meeting Minutes

Chairman Christensen called the meeting to order at 9:00 a.m.

Roll Call: Commissioner Christensen, Commissioner Sieverding, Commissioner Addington

Staff present: Director of Highways Weymouth, Clerk Ham

Guests: Angie Comstock P.E. JUB Engineering, Claudia Gough, John Mahin, & JD Owen with Kootenai Water District #1, Jeremy Tripp & Eric Henseyl with Big Sky Construction

Approval of Agenda: Commissioner Sieverding moved to approve the October 16, 2023 meeting agenda. Commissioner Addington seconded the motion, and the motion carried.

Declared Conflicts of Interest: none

Approval of Minutes: Commissioner Sieverding moved to approve the September 18, 2023 Regular Meeting Minutes and October 12, 2023 Special Meeting Minutes as presented. Commissioner Addington seconded the motion, and the motion carried.

Approval of Treasury Report: Commissioner Sieverding motioned to approve the Treasury Report. Commissioner Addington seconded the motion, and the motion carried. The October 2023 Treasury Report Expenses were \$485,412. The Cash Fund Balances are as follows:

Petty Cash	\$200.00
Umpqua Checking	\$150,296
Less Assured Macro-Balance	(\$1,500)
State Treasury Fund 891	\$1,836,633
Reserve Funds # 412	\$1,289,589
TMF Funds #369	\$218,364
Total Funds	\$3,493,583

There was a brief discussion about the year-end carry forward being considerably higher than expected. Directory Weymouth attributed this to the chip seal program delays (due to equipment breakdown), and the trucks we ordered were not delivered before the end of the fiscal year. It won't be possible to complete two year's worth of chip seals next summer, so staff will review the CIP and provide the Board with recommendations.

New Business:

A. JUB Project Status: Angie Comstock P.E. reviewed the project status list.

- Arrow Road Preliminary Design: Considering the preliminary findings, we need to regroup and possibly use the existing right-of-way for the safety enhancement project.
- The developer for the Lake Club Estates will be resubmitting his proposal and it is doubtful any work will be done this year.
- Official HD Map: Staff met recently with JUB and segments are being updated.
- River Road Culverts (AKA Canyon Marsh): The US Fish & Wildlife is pursuing grants to enhance waterfowl habitat. The grant application would encompass replacing three large culverts under River Road and the concrete headwall, and replacing original

pumps from the 1960's. Staff asked if the Board would consider paying JUB for a comprehensive cost estimate noting the pumps belong to the Drainage District. This will significantly improve the odds of grant approval. There is no match requirement on the BIL grant, and the District could get reimbursed for their time managing the contract, or, it could be considered an In-Kind contribution. Commissioners acknowledging a long-standing cooperation with the restoration partnership and considering the long-term advantage of protecting the roads from likely future flooding, agreed that we would fund the cost estimate.

- Grants Discussion: We did not meet the crash data criteria for a new safety grant. Relative to a safety grant, the Commissioners discussed a broken cable barrier on Coeur d'Alene Lake Drive next to Tony's restaurant and included ownership, access, lack of crash data, and barrier types. Director Weymouth added that we have \$23.8M in current and pending grant projects scheduled for the next four years, with a District match of \$620K.

B. Kootenai Water District Memorandum of Understanding (MOU): Commissioners reviewed Permit 2023-51 Variance and the MOU. They agreed that it captured the necessary components to move forward. Action: Commissioner Sieverding motioned to approve and the Chairman sign Permit 2023-51 Variance and MOU between the KWD #1 and the ESHD. Commissioner Addington seconded the motion, and the motion carried.

C. MIN23-0024 Netherfield Ranch Review and Agency Comment Letter: The applicant is requesting approval for a 3-lot minor subdivision at the intersection of East Point Road and Headlands Drive. The Commissioners reviewed the comment letter drafted by Director Weymouth. They discussed if Headlands Drive was built to AHDKC Standards. Action: Commissioner Addington motioned to approve the District's comment letter with the conditions of approval, contingent on the findings of research on Headlands Drive; and authorized the Director to proceed as normal protocol. Commissioner Sieverding seconded the motion, and the motion carried.

Old Business & Meeting Schedule: No changes were made to the Old Business list. Commissioner Sieverding asked about the right-of-way map. Director Weymouth indicated that no changes have been made to right-of-way and we continue to clean up the segments as we find issues.

Reports:

Director Weymouth:

Administrative topics:

- Attorney Weeks provided a legal opinion in the Gozzer Vacation request; Weymouth will review it and forward it to the intended party.
- MS4 Monitoring and Assessments (Dry Weather Inspection from Welch Comer) was completed and the was report shared with Commissioners.
- The official road map is being reviewed by staff in preparation for the annual DH1510 and publication of the official highway map.
- Given the unforeseen carryover, staff is working on updating the budget forecast and CIP.
- The following summer projects are substantially complete: Sunnyside Road (S724) with a final chip seal next year; a 3rd shot on Carlin Bay Road in 3-4 years; the Sub 2 Vehicle Shed

construction is ongoing, and Thompson/Bell Canyon work is underway as well as the Frontage Road overlay.

- One of our trucks with a broken driveline was at the Harrison shop, and while unmanned, emergency brake released and it went over an embankment. It is a 2001 with 214K miles, so the value would be less than the repair costs.

Commissioners:

Commissioner Addington

Commissioner Sieverding asked about possible Gem State Clean Air Quality grant funds. Director Weymouth said that is linked to carbon emissions and it may not be an easy tie-in for dust. She discussed a resident on CDA Lake Drive encroaching on the right-of-way.

Commissioner Christensen was impressed with the Sunnyside project. He asked about Canyon Road Bridge updates. Director Weymouth said the core drilling is complete, and the report aligned with expectations and ITD's findings. He also asked about the Springston Bridge. Director Weymouth replied that LHTAC is accelerating the project.

With no further business, the Chairman adjourned the meeting at 10:12 a.m.

Graham Christensen, Chairman
Sub District 1 Commissioner

Angela Sieverding
Sub District 2 Commissioner

Mark Addington
Sub District 3 Commissioner

Rosie Ham, Clerk