

POST FALLS HIGHWAY DISTRICT  
JUNE 2011 MINUTES

Regular Meeting – June 1, 2011, 6:00 pm, E 5629 Seltice Way

Vice-Chairman Werner called the meeting to order at 6:00 P.M. Present were Commissioners Terry Werner, Robert Miller; Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson; and District Engineer Darius Ruen. Chairman Humphreys was present via phone as he is in southern Idaho for IAHD meetings.

Commissioners had no conflict of interest with any agenda item.

CURRENT BUSINESS

Election

Canvassing of the votes was received by Kootenai County Elections Office and certified by the Kootenai County Commissioners and Clerk Cliff Hayes. Chairman Humphreys moved to accept the canvas of the votes. Commissioner Miller seconded. Motion carried unanimously. [6/1/11 Board Mtg]

May 2011 Minutes

Vice-Chairman Werner stated he had one correction that was already corrected by the District Clerk. Commissioner Miller made a motion to approve the minutes. Chairman Humphreys seconded. Motion carried unanimously. [6/1/11 Board Mtg]

Sign Request

Vice-Chairman Werner stated Road Supervisor Brownsberger put together a staff report reporting he had researched blind child signs extensively and is unable to locate any evidence that special warning signs of this type reduce speed or crash rates. We did find there are numerous studies that found the signs to be ineffective citing several reasons. Asking if the other Board members received this in their packet and had reviewed it he opted not to read the reasons after receiving an affirmative answer. No one was present in the audience to discuss this subject. Citing the staff report, Vice-Chairman Werner asked for a motion to deny the request for the sign. Chairman Humphreys made a motion to deny the request for the sign in the District's right-of-way. Commissioner Miller seconded. Vice-Chairman Werner asked if there was any discussion or comments. Chairman Humphreys stated applicant Fawn Owens called him earlier in the week stating she would not be able to attend. He asked her to contact the District Clerk the day after the Board Meeting for a rendering of the decision. Commissioner Werner asked for staff to send a letter to Ms. Owens along with the staff report. With no further comments, Vice-Chairman Werner asked for a vote. The motion was carried unanimously. [6/1/11 Board Mtg]

Prairie Avenue, Meyer to Huetter

Payment #9 has been received from Welch-Comer in the amount of \$4,211.67. Chairman Humphreys made a motion to pay Payment #9. Commissioner Miller seconded. Motion carried unanimously. Road Supervisor Brownsberger stated District Clerk Walson pointed out a 30¢ discrepancy. He asked her to pay the larger amount to error in their favor. [6/1/11 Board Mtg]

CORRESPONDENCE

IAHD Regional Meetings – Notice of the 2011 meetings was received; the area meeting is Tuesday, June 7, 2011 at the Coeur d'Alene Resort. Chairman Humphreys stated he there is good information at this year's meetings and encouraged office staff to attend. Vice-Chairman Werner asked this meeting be placed on their calendar. District Clerk Walson stated it is on the calendar and she notified IAHD five will be attending. [6/1/11 Board Mtg]

City of Post Falls Public Hearing, Ground Force Annexation – Vice-Chairman Werner stated this item includes Post Falls Highway District property; it has already been through Planning and Zoning at the City and is now scheduled to be before City Council. The District has already notified the City of our comments. So noted. *[6/1/11 Board Mtg]*

Auditing Services Solicitation – A letter was received from Williams and Parsons, Sandpoint Idaho, that they would be interested in the District's auditing needs. Commissioner Werner stated the District is happy with Magnuson McHugh and Company and has no interest in changing firms at this time. Chairman Humphreys concurred. So noted. *[6/1/11 Board Mtg]*

#### ROAD SUPERVISOR

Atlas and Prairie lights – At the last Board meeting, the Board authorized the Road Supervisor to spend \$3,800 to change the lights to a four light system. Gordon Dobler, Engineer for the City of Coeur d'Alene, notified Mr. Brownsberger that Classic Electric had made an error in their quote and the cost is now \$5,812.50 for the District's amount. Although a current maintenance agreement stands with the City of Coeur d'Alene stands at a 25/75 percent split, the City of Hayden was also contacted to enter into the maintenance agreement. Earlier, Hayden was not interested, but now states they will participate if they have the money. Commissioner Miller made a motion to authorize the Road Supervisor to spend up to \$6,000 to fix those lights at that particular intersection. Chairman Humphreys seconded. Motion carried unanimously. Comment included that if the City of Hayden contributes to the cost that will simply be a bonus to reimburse the District's cost. *[6/1/11 Board Mtg]*

Signal Point gate removal – A draft letter is prepared to notify property owners of the gate removal. The Road Supervisor will seek comment from the District's attorney, Susan Weeks. He has also contacted the surveyor with Ruen Yeager and Associates to provide an exhibit map to accompany the letter. *[6/1/11 Board Mtg]*

Rock Crushing Account – At the last meeting, the Board asked how much money was in the Rock Crushing dedicated account. That amount is currently \$154,748.90. *[6/1/11 Board Mtg]*

Travel/Meetings – T2 Advisory Committee meeting will be held June 9 in Boise. IACERS Board meeting is June 16 in Boise. He will be out of the office June 8-9 and June 15-16. *[6/1/11 Board Mtg]*

#### ENGINEER

Prairie Meyer Roundabout – All contracts have been signed with David Evans and Associates. He is trying to schedule a pre-construction conference but has not yet made contact with Interstate Concrete. Randy Broesch has also been involved to ensure a smooth transition during construction. *[6/1/11 Board Mtg]*

#### OFFICE

No items.

#### COMMISSIONERS

Chairman Humphreys commented the IAHD Regional meetings have been going well and they have been receiving good comments for this fall's convention.

With no further business, Lynn Humphreys made the motion to adjourn the meeting at 6:17 PM. Bob Miller seconded. Meeting adjourned.

#### Regular Meeting – June 15, 2011, 6:00 pm, E. 5629 Seltice Way

Lynn Humphreys, Chairman, called the meeting to order at 6:00 P.M. Present were Commissioners Lynn Humphreys, Terry Werner, Robert Miller; Assistant Road Supervisor Mike Monette, District Clerk Shirley Walson; and Randy Broesch for Ruen-Yeager and Associates.

Commissioners had no conflict of interest with any agenda item.

Commissioner Werner made a motion to amend the agenda to add the annexation agreement with the City of Post Falls for approval. This item was not on the agenda due to the fact that the City has this item on the Council meeting for the upcoming Tuesday and it was not received in time to allow it to be placed on the District's agenda. Commissioner Miller seconded. Motion carried unanimously. *[6/15/11 Board Mtg]*

## CURRENT BUSINESS

### BRUCE GRACHAL PERMIT

A response has been received from Mr. Grachal as to why he has not completed the rock wall presently being constructed adjoin Seltice. Mr. Grachal stated it is delayed due to excess moisture and as soon as it dries out he will continue. He also addressed the public right-of-way and acknowledged future use will be allowed if so desired. No action is needed. Commissioner Miller asked if an extension was granted and Mr. Grachal had not provided an anticipated completion date. *[6/15/11 Board Mtg]*

### BUSINESS LICENSE RENEWAL

The 2011-2012 Business License Renewal Form for the City of Post Falls was received. Commissioner Miller made a motion to sign the agreement and send it back to the City. Commissioner Werner seconded with him abstaining from the final vote since he is employed by the City of Post Falls. Motion carried by majority vote. *[6/15/11 Board Mtg]*

### VOUCHERS FOR JUNE BILLINGS

Commissioner Werner made a motion to approve the voucher list as presented. Commissioner Miller seconded. Motion carried unanimously. *[6/15/11 Board Mtg]*

### ANNEXATION AGREEMENT WITH CITY OF POST FALLS

Chairman Humphreys stated all items requested by the District are included in the agreement. Commissioner Werner stated when water and sewer is put in for Underground Force that services are to be provided for Parcel #2, owned by the District. Commissioner Miller made a motion to sign the annexation agreement. Commissioner Werner seconded with him abstaining from the final vote since he is employed by the City of Post Falls. Motion carried by majority vote. *[6/15/11 Board Mtg]*

### CORRESPONDENCE

Willadson Road – Notice was received from Lakes Highway District of the Willadson Road hearing to be held June 20. *[6/15/11 Board Mtg]*

ICRMP Renewal – Notice was received of the estimated premium for October 2011 to September 2012 will be \$32,646. *[6/15/11 Board Mtg]*

Post Falls Urban Renewal – Notice was received that the Riverbend District urban renewal plan will reach its maturity and be terminated December 31, 2012. Chairman Humphreys added that perhaps additional revenue will be able to added into our budget in the budget year 2013. *[6/15/11 Board Mtg]*

Notice of Hearing, Mikles Bankruptcy – Notice on Auctioneer Compensation was received. Chairman Humphreys stated he did not know what this addressed and discussion followed of the ongoing bankruptcy proceedings  
. *[6/15/11 Board Mtg]*

### GREENVIEW CONDOS

Idaho Department of Lands requested comments for an application from the Greenview Condo Owners Association. The proposal is to request replacement of existing pilings in the Spokane River adjacent to the bridge. A letter was prepared and signed by staff. The Board agreed. *[6/15/11 Board Mtg]*

## LEGAL

Susan Weeks was not able to attend due to trial.

## ROAD SUPERVISOR

Signal Point Road Gate Issue – Assistant Road Supervisor Mike Monette had notes from the Road Supervisor to discuss with the Board regarding the gate issue. Commissioner Werner made a motion to hold the Signal Point discussion until the first meeting in July. Commissioner Miller seconded. Motion carried unanimously. *[6/15/11 Board Mtg]*

Executive Session – Mr. Monette requested the Board enter into an Executive Session at the end of the meeting. *[6/15/11 Board Mtg]*

## ENGINEER

Prairie McGuire Roundabout Update – A problem developed in the morning of a truck that did not see the detour signage and had problems turning around. Several contacts were made and additional signage was added to increase awareness of the detour. Gas lines in the project were also discussed. Ruen-Yeager will further review the ditch section – at 24-inches, the gas main may conflict with the project because it is more shallow than anticipated. Chairman Humphreys asked about the completion date and Mr. Broesch stated it must be completed August 25, 2011. *[6/15/11 Board Mtg]*

## OFFICE

Tysdal Commercial Resort – Since Kootenai County denied the Conditional Use Permit on their property, Mrs. Tysdal asked if the District could file a release of lien and refund the \$500 previously paid towards the \$3,500 required in their Agreement. Commissioner Werner made a motion to sign the Release of Lien for the agreement the District had with Tysdals and refund the \$500 that they had previously paid due to the County determining that their project will not be approved. Commissioner Miller seconded. Motion carried unanimously. *[6/15/11 Board Mtg]*

Impact Fees Intergovernmental Agreement- Chairman Humphreys stated since the Board had not yet reviewed the agreement, he asked for it to be provided to the Board and put it on the next meeting for approval. *[6/15/11 Board Mtg]*

Budget – Chairman Humphreys asked for a budget workshop when the budget is complete enough for a draft review. He would like it held after the July 4<sup>th</sup> holiday. *[6/15/11 Board Mtg]*

Profit and Loss Report – District Clerk Shirley Walson provided a profit and loss report to the Board through June 15. Chairman Humphreys commented it looks like the budget is in line. *[6/15/11 Board Mtg]*

Delinquent Tax Bills – Delinquent billings from three parcels, purchased during the Prairie Avenue, Phase I project were received from the County. The District's attorney had worked with the county and thought this was resolved. She has been notified of the billings by the Road Supervisor. *[6/15/11 Board Mtg]*

## COMMISSIONERS

Commissioner Werner stated he will be gone from June 17 through June 24. *[6/15/11 Board Mtg]*

## EXECUTIVE SESSION

Commissioner Werner moved to enter into Executive Session at 6:30 PM pursuant to the provisions of Idaho Code 67-2345, Subsection 1(b). The purpose of the executive session is to discuss personnel matters. Commissioner Miller seconded. Roll call:

Chairman Humphreys: aye  
Commissioner Werner: aye  
Commissioner Miller: aye

Commissioner Werner made the motion to come out of the executive session at 6:44 PM. Commissioner Miller seconded. Motion carried unanimously.

The Regular Meeting reconvened at 6:44 PM. With no further business, Commissioner Werner made the motion to adjourn the meeting at 6:44 PM. Commissioner Miller seconded. Meeting adjourned.

SPECIAL MEETING: May 30 2011–No Workshop was held due to the Memorial Day holiday.

SPECIAL MEETING: June 13, 2011–No Workshop was held due to the Memorial Day holiday.

SPECIAL MEETING: June 1, 2011 – Utility Council, Sargents, 12:00 PM. Attended by Kelly Brownsberger.

SPECIAL MEETING: June 7, 2011 – IAHD Regional Meeting, CdA Resort, 12:00 PM. Attended by Lynn Humphreys, Terry Werner, Bob Miller, Kelly Brownsberger, and Shirley Walson.

SPECIAL MEETING: June 28, 2011 – KCATT. Cancelled.

**ORIGINAL SIGNED AND DATED 7/6/10**

Submitted by:  
Shirley Walson, District Clerk