

POST FALLS HIGHWAY DISTRICT  
SEPTEMBER 2017 MINUTES

Regular Meeting – September 6, 2017, 6:00 pm, E 5629 Seltice Way

Vice-Chairman Tondee called the meeting to order at 6:00 P.M. Present were Vice-Chairman Todd Tondee, Commissioner Lynn Humphreys, Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson; and District Engineer Darius Ruen. Guests were Dennis KIM, Timothy Ward, and Ron Cartwright. Chairman Werner was excused.

CONFLICTS OR ADDITIONS

No conflicts were declared. No additions were requested.

CONSENT AGENDA

August 2017 Minutes and ICRMP's Terrorism Coverage Rejection are on the consent agenda. Commissioner Humphreys **moved** to accept the consent agenda as presented. Vice-Chairman Tondee seconded. **Motion carried** unanimously. *[9/6/2017 Brd Mtg]*

PUBLIC COMMENTS

Tim Ward of Millview Lane asked to speak regarding the speed limit on Millview Lane. Citing eight blind curves, narrowness of the roadway, and his blind driveway, his concerns turned to contractor traffic for recent new construction including dump and cement trucks. Mr. Ward feels they are speeding and cannot see someone on the road. He is asking for the speed to be lowered to 15 MPH which will give him 'moral credibility to remind them to go 15 MPH'. Vice-Chairman Tondee asked if they are going the speed limit with Mr. Ward answering in general they are, sometimes yes, sometimes speeding but even if they are going 20 MPH around his corner, they are traveling too fast. Commissioner Humphreys added the District has no jurisdiction to enforce the speed limit and asked if Mr. Ward had contacted the sheriff. Mr. Ward stated the sheriff was contacted once years ago and a speeder was cited. Commissioner Humphreys asked Mr. Ward not to stand out in the road to stop people, and not to confront drivers as it could be dangerous. The Board stated they would take his comments under advisement. *[9/6/2017 Brd Mtg]*

OLD BUSINESS

Resolution 2017-03, Commissioner Expense Reimbursement

Commissioner Humphreys **moved** to accept Resolution 2017-03 as presented. Vice-Chairman Tondee seconded. **Motion carried** unanimously. *[9/6/2017 Brd Mtg]*

Breezy Way, Right of Way Survey

Engineer Darius Ruen stated several survey pins have been located and he is on schedule for the September 20<sup>th</sup> meeting. The Board asked for photos in part for the purpose of viewing encroachments on the right-of-way. As Mr. Keim was present, the Board explained it was scheduled at the last meeting for information to be presented at the September 20<sup>th</sup> meeting and other input to be given at that time, therefore, this item won't be discussed at this meeting. *[9/6/2017 Brd Mtg]*

CURRENT BUSINESS

Millview Lane, Survey Approval for Legal Description

Engineer Darius Ruen reports the 1990's preliminary survey/alignment was reviewed. Commissioner Humphreys asked if we are discussing Millview Lane or the Riverview Drive extension. Mr. Ruen stated for this discussion, he is talking about the Riverview Drive extension, i.e., Millview Lane from Riverview Drive all the way to Fairmont Loop. The preliminary alignment was updated on each end during the time of the attempted Dodge parcel acquisition which is ongoing. Mr. Ruen would like the Road Supervisor to walk the alignment with him to ensure this is still what the District expects as the location of the right-of-way and road for the future alignment

of Riverview Drive where it will connect to Fairmont Loop. Mr. Ruen is not yet ready to present his alignment. He added he will have an update for September 20 but probably won't be ready with an actual exhibit until October 4. Vice-Chairman Tondee remarked that there is time sensitivity to this item. Commissioner Humphreys **moved** to table the Riverview Extension survey and legal description alignment until such time the engineer has the documents prepared to present to the Board and our road supervisor had the opportunity to review those. Vice- Commissioner Tondee seconded with comment that an update be at the following meeting... **Motion carried** unanimously. [9/6/2017 Brd Mtg]

#### Chase/Prairie Roundabout – Decision for Advertisement for Bids

Road Supervisor Brownsberger reminded the Board this was discussed at the last meeting and opinions were discussed but no decision was proposed and asked for guidance. Discussion followed again of the pros and cons of bidding now or later for the contractors' sake of reviewing the bids since they are so busy at this time. The Board was in agreement to put this out to bid in November or December and to have this on the agenda the first week of November... [9/6/2017 Brd Mtg]

#### Kootenai Electric – Early Discount Credit

The District has the option to accept \$173.05 now under the Early Discounted Capital Credit program or receive approximately \$990.56 in 28 years. Vice-Chairman Tondee **moved** to select Option 2 and accept credit in the amount of \$173.05. Commissioner Humphreys seconded. **Motion carried** unanimously. [9/6/2017 Brd Mtg]

#### CORRESPONDENCE

Post Falls Community Volunteers Hero's Barbeque – The invitation was reviewed for September 9, 2017. So noted. [9/6/2017 Brd Mtg]

Tax Cancellation Request, Kootenai County Commissioners – The District's request to remove delinquent tax amounts from properties that have been deeded to the District was fully approved. So noted. [9/6/2017 Brd Mtg]

ICRMP Policy Changes – A sheet listing changes for the new policy year was distributed. So noted. [9/6/2017 Brd Mtg]

#### ROAD SUPERVISOR

Crew Update – Chip sealing is complete as is the paving on Three Forks in the turn around. Striping and markings has been completed. Overlay patches will be completed in the next week. The Hollister Hills overlay project will be paved beginning Tuesday, September 12. [9/6/2017 Brd Mtg]

Unopened Right-of-Way Discussion – The three road supervisors and the director of roads met to discuss standards for unopened right-of-way. Mr. Brownsberger does not see this moving quickly due to the many different opinions. [9/6/2017 Brd Mtg]

Federally Funded Projects – Dan Coonce from LHTAC met with Mr. Brownsberger earlier in the day. They placed a conference call to HDR, consultant for the Spokane River Bridge project. Evaluation will be done on the bridge Monday, September 11 with traffic restricted to one lane. Consultant selection was completed for Beck Road. Ruen Yeager and Associates was notified they were chosen for this project through an impartial review committee. A three member team reviewed the applications from Ruen Yeager, Welch Comer, and JUB Engineers. [9/6/2017 Brd Mtg]

## ENGINEER

Greensferry Bridge – Engineer Darius Ruen explained that HDR will assist in estimating a cost for the Greensferry Bridge estimate. He has received information and will put it together for the following meeting. [9/6/2017 Brd Mtg]

## OFFICE

L-2 Correction – District Clerk Shirley Walson explained the final amounts from the county come immediately prior to the Board's review. Although updated on the L-2 Worksheet, the L-2 form was missed. The L-2 form is corrected and needs a new signature by the Board. No final dollar amounts were changed, either for the ad valorem, or the final budget. Commissioner Humphreys **moved** that the Vice-Chairman sign the document that reflects the correction. Commissioner Tondee seconded. **Motion carried** unanimously. [9/6/2017 Brd Mtg]

## COMMISSIONERS

Breezy Way Survey -Vice-Chairman Tondee asked that the Breezy Way exhibit show the 20-foot area along the park very clearly in the survey. He feels this could possible ease the burden of parking on the roadway if it is able to be developed.

Cruisers Special Event - Commissioner Humphreys notified the Board the recent Cruisers event went quite well although there was some confusion where traffic turned off of Seltice to Ante Road. He stated both ends of the transition were manned with traffic control. The only suggestion he had for a future event was to provide some signage to better form traffic where to move. [9/6/2017 Brd Mtg]

Flashing Traffic Signs – Tondee noted that at night when headlights hit the traffic signs that are outlined in flashing lights, the headlights negate the lights and all you see is the sign. He suggested others look at it at night to see if they share his thought. [9/6/2017 Brd Mtg]

With no further business, the meeting was adjourned at 6:51 PM.

## Regular Meeting – September 6, 2017, 6:00 pm, E 5629 Seltice Way

Chairman Werner called the meeting to order at 6:00 P.M. Present were Chairman Werner, Vice-Chairman Todd Tondee, Commissioner Lynn Humphreys, Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson; Attorney Susan Weeks and District Engineer Darius Ruen. Guests were Israel and Donna Melendez; Patricia Beeman, and Travis Curtis.

## CONSENT AGENDA

The August 2017 Treasurer's Report was the only item on the consent agenda. Commissioner Humphreys **moved** to the August 2017 Treasurer's Report as presented. Commissioner Tondee seconded. **Motion carried** unanimously. [9/20/17]

## OLD BUSINESS

### Breezy Way Neighborhood Watch Group Letter

Board members have reviewed the letter stating, "*The seconded. Motion carried by majority vote. Vote by the members present: No, to posting no parking signs on one side of the street. Yes, to allow the fire department to post signs in the dead end street as they see fit to allow turn around for the emergency vehicles.*" Commissioner Tondee asked to address safety concerns once the Board hears Engineer Darius Ruen's survey findings. [9/20/17]

### Breezy Way Right of Way Survey

Engineer Darius Ruen was tasked to survey Breezy Way after discussions with residents. The travel way lies inside the right-of-way with a couple of exceptions. The pavement width was confirmed to be 26-feet in width inside 40-feet of right-of-way leaving variances of seven feet of right-of-way outside of the roadway. McGuire Park and the right-of-way running from Breezy Way

to the river parallel to the park was discussed showing that Lot 13 of River Ranchettes encroaches on the right-of-way in this area; the juniper bushes and the slope from roadway to yard were discussed. Removing trees to provide more parking in the park was discussed. Commissioner Tondee asked if it would be difficult to add a parking lane along the road side and Mr. Ruen felt it would be due to the lack of right-of-way in some locations; Chairman Werner cited funding limitations as well. Commissioner Humphreys stated parking on the roadway is the issue as well as emergency vehicle access adding that enlarging the parking area does not address the roadway parking issues and feels the road should be posted 'No Parking' on both sides of the road continuing that the purpose for the road is not for a playground or for parking by visitors or residents. Commissioner Tondee added he feels the residents have now changed their mind stating they do not want No Parking signs put on either side of the road. He also added that no complaints about travel of the roadway have been received; the resident's complaints have been due to emergency access. Posting it may cause other problems but we do need to ensure the turnaround is clear. Chairman Werner agreed, stating once the issue is brought to the Board, the District must now make a decision based on the safety issues and keep the emotions out of the decision making process. Commissioner Tondee thinks the District should approach Kootenai County Parks and Recreation to enlarge the parking area and look at putting a Load/Unload area since that was also an issue with the residents. Discussion followed as to how the District can help the County with changes to the parking area if they are agreeable to do so. No parking in the turnaround was discussed as the District needs it for a plow turnaround. Fire Chief Jeryl Archer had reported to the Road Supervisor he felt access could be an issue; Mr. Brownsberger's observation is two-way traffic is available with passenger vehicles but probably one lane when a large vehicle such as a fire truck is accessing the area. After final discussion including monitoring the situation, Commissioner Tondee **moved** to post the cul-de-sac with No Parking signs; make sure it stays clear, notifying the residents that the roadway will not be posted but if it becomes problematic, come back to the Board; and to communicate with the County to create a loading zone and more parking on their property and that we will assist in any way we can with that process, and to direct staff and engineer to post the 20-foot right-of-way next to the neighbor and look at increasing that location as a loading zone or parking as well. Chairman Werner seconded. **Motion carried** by unanimous vote with Chairman Werner and Commissioner Tondee voting aye and Commissioner Humphreys voting nay. [9/20/17]

#### CURRENT BUSINESS

##### Riverview Drive Guardrail Installation, Invoice #3

Commissioner Humphreys **moved** to approve payment in the amount of \$9,853.03 for the third invoice of guardrail on Riverview Drive. Commissioner Tondee seconded. **Motion carried** unanimously. [9/20/17]

##### Seltice Way Revitalization Invoice #4

Commissioner Humphreys **moved** to approve invoice #4 in the amount of \$75,976.99 for the Seltice Way Revitalization project. Commissioner Tondee seconded. **Motion carried** unanimously. Commissioner Tondee noted he has already been receiving a lot of comments how nice this improvement is even on the one-half that is completed. [9/20/17]

#### MILLVIEW LANE TRAFFIC

Road Supervisor Brownsberger stated the District was contacted regarding parking in the cul-de-sac at the end; the extension of Millview; and also construction traffic that is going to the end of the road. Donna Melendez began by voicing her concern asking if the slide area would hold up heavy truck loads. Travis Curtis asked for an update, both current and future of road construction. He had concerns about buildout on the current lots adding traffic to Millview. At the Board's request, Attorney Susan Weeks stated a Road Development is being worked on for future development and that the number of traveling vehicles cannot be limited on a public road. The District and Kootenai County planning and building rules have no say on the current subdivision due to previous rulings. The proposed new subdivision limits use to the new right-of-ways once built. The current home being built had a condition put on its building permit that it would use this future road once the road is built, the timeframe will be determined by court proceedings. Mr.

Curtis also asked where the public right-of-way ends; the installation of a gate just off the end of right-of-way, more signage to notice the dead end status of the road. He also added that his concrete on his driveway is being damaged due to trucks turning around in his driveway. Engineer Darius Ruen then displayed a plat map to the guests to show where the future right-of-way will be located. Israel Melendez, citing safety, asked for a 10 MPH to slow the construction traffic down. Road Supervisor Brownsberger stated he looked at the narrow road portion, approximately 500-feet, after another resident's concerns at the last meeting. Mr. Brownsberger recommended a 'Winding Road' sign with a 10 MPH advisory sign. Commissioner Humphreys asked residents to contact the sheriff to patrol the road. Mrs. Melendez asked about the safety of the shoulder, particularly that area where the slide occurred and asked if guardrail could be installed. Commissioner Tondee **moved** to post the blind curve with a suggested 10 MPH speed limit. Commissioner Humphreys seconded. **Motion carried** unanimously. Mr. Curtis also asked for a dead end sign and Mr. Brownsberger felt that although one is posted on US95 with the road sign, he could add another on the Millview itself. [9/20/17]

### CORRESPONDENCE

Kootenai County Notice of Public Hearing – Coeur d'Alene Paving is asking for a reduction in the berm size and to change the operating time. Commissioner Humphreys added that some of the neighbors are not happy about the 4:30 am start time. The Road Supervisor informed the Board staff has already commented that neither request would affect Beck Road, therefore the District had no issues. [9/20/17]

Guy Road Vacation – The City of Post Falls sent notice of the road vacation public hearing. Chairman Werner commented the City heard this the previous night and does not really affect the District's roadway. Mr. Brownsberger added the District does maintain a portion but the City opened Guy Road up to Fisher Road. [9/20/17]

### LEGAL

Lacrosse Road – The District had been contact to do a vacation on a portion of Lacrosse Road which is now in the city limits of Coeur d'Alene. Susan Weeks stated this road is in the original Fort Sherman Military Reservation which abandoned and sold as part of the homestead act which includes 2477 roads adding that attorneys disagree as to who has jurisdiction on these types of roads. Boise attorney Christopher Meyers was contacted by the requestor and has been working with Ms. Weeks and City of Coeur d'Alene' attorney, Mike Gridley. All have agreed to enter into a joint powers agreement directing the City of Coeur d'Alene to be the lead agency on the vacation. She stated this is the last road to fall under the 2477 act but it encompasses Ferry Road, Officers Road, and North Territory Road. [9/20/17]

Court proceedings – Ms. Weeks informed the Board Ed Muhlenbach has retired so Stan Moe will be substituted for an expert appraiser; also, a deposition is coming up that she invited the Board to attend. [9/20/17]

### ROAD SUPERVISOR

Pleasant View Road – The District has been asked to pave the turnaround on the south side of the river at the end of Pleasant View Road. In looking at the benefits to the District, it will provide stabilization, and will be easier to plow and maintain if paved. After some discussion, it will be done this fall. [9/20/17]

Spokane Street Bridge – HDR Engineering has completed the deck assessment reporting it is in relatively good condition and will provide their report by the end of the year and planned to present their findings to the Board on December 6. [9/20/17]

November 15 Board Meeting – As this meeting is the week of the state convention, would the Board like to reschedule or cancel the meeting? This item will be put on the next agenda. [9/20/17]

EPA Inspection – The MS4 area will be inspected Thursday, September 21. A contractor on W. Riverview has caused concern and has been contacted by staff. The contractor has now added

BMPs (Best Management Practices) including silt fencing to the site. They will continue to a second area above the road when this one is complete and Mr. Brownsberger informed them to stay in compliance or they would be shut down in the right-of-way. [9/20/17]

Hollister Hills – Coeur d'Alene Paving has completed the paving at Hollister Hills and it looks good. Additional flaggers were added on SH53 so a change order will be on the agenda soon. [9/20/17]

Transportation Master Plan – This project is funded through LHTAC and was to have all monies spent by September 30, 2017. A request was sent for an extension which was granted. This project is expected to be complete by the end of January. Chairman Werner reminded everyone the open house for the transportation plan is Tuesday, September 26 from 4:00 pm to 7:00 pm in the Board's chambers. [9/20/17]

Crew Update – The crews has been working on crack seals, overlays and blading. Saddle Ridge had issues which have been corrected. [9/20/17]

### ENGINEER

Greensferry Bridge – HDR Engineers provided an independent review for the cost estimate and general review of the preliminary bridge design. Suggestions were to consider lengthening the distance to remove the ends from the floodway; consider the typical section since Greensferry Road is 40-feet wide coming down the hill and the bridge would transition to a 24-foot of travel line. Mr. Ruen noted that a separated bike path is not required if the speed is less than 45 MPH but he recommends the separation. He also suggested having their hydraulics engineer review this on-site to ensure there are no environmental issues. Chairman Werner asked about adding wire fencing to the sides as is being done on most new bridges. [9/20/17]

Riverview Extension Update – Originally, a survey was completed in 1992 which was wide enough for two alignments, but at this time, Mr. Ruen is asking if he should provide a legal description for the 60-foot right-of-way or one that includes 'cut and fill' widths. The deed will be to 'the agreed upon alignment', according to Attorney Susan Weeks and the language will explain the general alignment is what has been agreed upon with 'cut and fills' necessary. The Board directed Mr. Ruen walk the alignment with the Road Supervisor and the Assistant Road Supervisor prior to completing the legal description and survey for the centerline. [9/20/17]

### OFFICE

Profit and Loss Report – District Clerk Shirley Walson provided a P&L report to the Board stating that most line items are in line. New equipment, the mechanics truck, was ordered early in the year and not yet received so those funds will need to be carried to the next fiscal year. [9/20/17]

### COMMISSIONERS

LHTAC Available Funds – Chairman Werner informed the Board two new grants will go out; one is for pedestrian safety in which entities can apply for up to \$250,000; the other is for a safety project in which entities can apply for up to \$1,000,000. These are carryover funds from the State's previous fiscal year. Chairman Werner feels the District should apply for the Chase/Prairie Roundabout Project due to the fact that engineering and land acquisitions need to be complete as this is a fast turnaround. The other Board members agreed. [9/20/17]

With no further business, Terry Werner made the motion to adjourn the meeting at 7:40 PM.

SPECIAL MEETING: September 26, 2017– 4:00 P.M. to 7:00 P.M. Post Falls Highway District Transportation Master Plan Open House. Chairman Werner and Vice-Chairman Tondee were present along with Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson and Engineer Darius Ruen. Ruen Yeager and Associate employees attending were Laura Winter and Stefani Mason. Twenty to twenty five guests attended the open house.

ORIGINAL SIGNED AND DATED 10/4/2017

Submitted by:  
Shirley Walson, District Clerk