



POST FALLS HIGHWAY DISTRICT
MEETING AGENDA
5629 E SELTICE WAY
POST FALLS, ID 83854

Please note that agenda is subject to change 48-hours prior to meeting.

JULY 1, 2020

SPECIAL MEETING - 5:00 PM

Employee Benefits – **ACTION ITEM**

BOARD MEETING - 6:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CONFLICTS OR CHANGES – **ACTION ITEM**
4. APPROVAL OF AGENDA – **ACTION ITEM**

5. CONSENT AGENDA – **ACTION ITEM**
 - a. Vouchers
 - b. June 2020 Minutes
 - c. KN 18716 Spokane St. Bridge, Inv. 9, \$6,023.19 payable to HDR Engineering
 - d. Waterford Estates 2nd Addition Plat Signature

6. PUBLIC COMMENTS

This section is reserved for citizens wishing to address the Board regarding a District related issue; comments are limited to three (3) minutes per person. Comments related to public hearings should be held for that public hearing.

7. CURRENT BUSINESS
 - a. Hauser Lake Safety Audit, State Local Agreement – **ACTION ITEM**
 - b. Set Public Hearing, Equipment Rental Schedule – **ACTION ITEM**
 - c. Prairie and Idaho Acquisition, Parcel 2, \$2,190 – **ACTION ITEM**
 - d. Hargrave Road Agreement – **ACTION ITEM**
 - e. Colonial Life Med-Bridge, David Burney – **ACTION ITEM**

8. CORRESPONDENCE
 - a. IAHD Letter

9. LEGAL
 - a. Beck Road Access
 - b. Resolution Web Publication

10. DIRECTOR
 - a. Purchases and Replacement – **ACTION ITEM**
 - b. Greensferry Bridge Update
 - c. General Updates

11. ENGINEER

- a. Change Order #1 for Prairie Ave / Greens Ferry Road Intersection Improvement Project – **ACTION ITEM**
 - b. Final Pay Estimate for Prairie Ave/ Greens Ferry Road Intersection Improvement Project - **ACTION ITEM**
 - c. Project discussion of the Riverview Drive Realignment Project near Dominican School – **ACTION ITEM**
12. OFFICE
- a. Seltice Bus Shelter, Grant Funding Agreement – **ACTION ITEM**
 - b. Electronic Payments – **ACTION ITEM**
 - c. Guidelines for Corona Virus – **ACTION ITEM**
13. COMMISSIONERS
14. ADJOURNMENT



POST FALLS HIGHWAY DISTRICT
MEETING AGENDA
5629 E SELTICE WAY
POST FALLS, ID 83854

Please note that agenda is subject to change 48-hours prior to meeting.

JULY 15, 2020

**SPECIAL MEETING
5:00**

Benefit review

BOARD MEETING - 6:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CONFLICTS OR CHANGES – **ACTION ITEM**
4. APPROVAL OF AGENDA – **ACTION ITEM**
5. CONSENT AGENDA – **ACTION ITEM**
 - a. LRHIP Project Documentation, Sign Grant
 - b. Prairie & Pleasant View Int., State/Local Agreement
 - c. Resolution 2020-01, Records Retention Schedule
 - d. Resolution 2020-02, Acceptance of Electronic Payments
 - e. Waterford Estates Gardy Addition Plat
 - f. Hauser Lake Heights Plat
6. PUBLIC COMMENTS

This section is reserved for citizens wishing to address the Board regarding a District related issue; comments are limited to three (3) minutes per person. Comments related to public hearings should be held for that public hearing.
7. CURRENT BUSINESS
 - a. Greensferry Bridge Preliminary Negotiations – **ACTION ITEM**
 - b. Set Public Hearing for Resolution 2020-03, Reserve Foregone Amount – **ACTION ITEM**
 - c. Set Public Hearing for Budget of FY 2020-2021 – **ACTION ITEM**
 - d. Hargrave Road Agreement – **ACTION ITEM**
 - e. No Parking Signs, Hauser Lake Road – **ACTION ITEM**
 - f. Cooperative Agreement, Prairie & Meyer UP Spur Purchase – **ACTION ITEM**
8. This section reserved for CORRESPONDENCE
9. This section reserved for LEGAL
10. DIRECTOR
 - a. Equipment Expenditure
 - b. Employee information, addition
 - c. General Updates

11. ENGINEER
12. OFFICE
 - a. Insurance Discussion – **ACTION ITEM**
 - b. Set Preliminary Budget Review Workshop
13. COMMISSIONERS
14. ADJOURNMENT



POST FALLS HIGHWAY DISTRICT
MEETING AGENDA
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WORKSHOP
JULY 29, 2020
1:00 pm

Preliminary budget review with Board

POST FALLS HIGHWAY DISTRICT
JULY 2020 MINUTES

Regular Meeting – July 1, 2020, 6:00 pm, E. 5629 Seltice Way

Chairman Tondee called the meeting to order at 6:05 P.M. Present were Commissioners Todd Tondee, Lynn Humphreys and Terry Werner; Director Michael Lenz, District Clerk Shirley Walson; Administrative Assistant Korrei Kruger, Ruen Yeager Engineers Darius Ruen and Laura Winter; attorney Susan Weeks; David Burney of Colonial Life; and Strider Devaney of Alpinwest Agency. Electronically present were Daniel Baker of HDR and employee Paula Roukema. Chairman Tondee led in the Pledge of Allegiance.

CONFLICTS OR CHANGES

There were no conflicts declared. Commissioner Werner noted an executive session to meet with legal counsel to discuss legal ramifications needs to be added to agenda due for negotiations.

APPROVAL OF AGENDA

Commissioner Werner **moved** to add an executive session to the agenda to discuss legal matters to approve the balance of the agenda. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/1/2020 Board Mtg]

CONSENT AGENDA

Items on the Consent Agenda are Current Voucher Payments, June 2020 Minutes, payment for KN 18716 Spokane St. Bridge, Inv. 9 in the amount of \$6,023.19 payable to HDR Engineering, and final approval on the Waterford Estates 2nd Addition Plat. Commissioner Humphreys **moved** to accept the Consent Agenda as presented. Commissioner Werner seconded. **Motion carried** unanimously. [7/1/2020 Board Mtg]

PUBLIC COMMENTS

No requests were made.

CURRENT BUSINESS

Hauser Lake Safety Audit, State Local Agreement

District Clerk Shirley Walson explained this is a standard agreement and requires a \$1,000 electronic payment which is prepared and ready to send upon the approval of the agreement. Commissioner Werner **moved** to approve the agreement for the Hauser Lake Loop Safety Audit. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/1/2020 Board Mtg]

Set Public Hearing, Equipment Rental Schedule

District Clerk Walson stated the recommended date for the public hearing is August 19, 2020. Commissioner Werner **moved** to set a public hearing for the Equipment Rental Fee Schedule for August 19, 2020 at 6:00 pm. Commissioner Humphreys seconded. **Motion carried** unanimously. Chairman Tondee asked if the District is renting out equipment with Ms. Walson explaining there are two reasons for the schedule, one for work with other public entities and secondly in the event of a disaster and we need FEMA reimbursement. She explained we have a very outdated schedule; this one follows FEMA's published rates and states the rates will be updated to match FEMA rates. [7/1/2020 Board Mtg]

Prairie and Idaho Acquisition, Parcel 2, \$2,190

District Walson explained this parcel is for the golf course property, the closing documents were for the Director's signature which is fine, however the Board does not see what the agreed offer is. Discussion followed regarding the process deciding if the project had been reviewed and approved by the Board, therefore if the costs fall within the fair market value as stated on the appraisals, the Board did not need to approve each acquisition. It was suggested to set the boundaries at the beginning of the projects. [7/1/2020 Board Mtg]

Hargrave Road Agreement

This is final review for the Board prior to sending to the applicant for signatures. It will then come back to Board for final approval. Attorney Susan Weeks added a memorandum of right of way agreement was added for recordation and a "Notice to Move Encroachment" was prepared. The District will use this for removal of the fence that exists on the right-of-way. [7/1/2020 Board Mtg]

Colonial Life Med-Bridge, David Burney

David Burney of Colonial Life and Strider Devaney of Alpinwest Agency were present to explain the med-bridge insurance. By agreeing to a larger deductible and bringing down premiums, this rider can be added which costs a small amount but generally covers the costs of the deductible for the employee. Mr. Burney also presented Colonial's dental policy which provides better benefits and costs less than the current provider. The Board will consider the presentation.

[7/1/2020 Board Mtg]

CORRESPONDENCE

IAHD Letter – Informs the District's the Idaho Association of Highway District's annual convention will not be held in 2021 due to the corona virus. [7/1/2020 Board Mtg]

LEGAL

Beck Road Access – To be discussed in executive session.

Resolution Review – Ms. Weeks reviewed a proposed records retention resolution. She stated the biggest change is the clerk's written notes will now be kept for two years. This decision is court driven and the Board can decide either way. [7/1/2020 Board Mtg]

DIRECTOR

Purchases and Replacement – Director Lenz presented an equipment list of items he would like to purchase with the current remaining funds in the budget. However, a truck was ordered and will not be delivered until the next fiscal year. A motion was made and seconded to allow purchases as presented with Chairman Tondee asking for clarification. Discussion followed regarding budget obligations feeling the truck funds are allocated even though the District won't take possession of it until the following fiscal year. After some discussion, with Ms. Weeks explaining allocated versus under contract, and Chairman Tondee feels like we cannot reallocate the funds. The Board asked for remaining funds from the last fiscal year's equipment funds at the next board meeting. Commissioner Werner withdrew his motion and Commissioner Humphreys withdrew his second. [7/1/2020 Board Mtg]

Greensferry Bridge Update – Director Lenz and HDR's Daniel Baker have been working on a phased plan for the preliminary design of this project allowing exit points for the District to make decisions if they want to continue or halt the project. Negotiations of cost will continue at the next meeting. [7/1/2020 Board Mtg]

Crew – Director Lenz informed the Board our temp employee who began in May of 2018 but has been used full time. He just earned his CDL and has been a great employee and would like to hire him. Commissioner Werner questioned the need for a full time employee when we are losing roads to annexation. The Board would like to review the additional temp wages versus the loaded rates of the District and see how many employees we have had historically with Director Lenz adding he spoke with the Road Supervisor to ensure this position is needed. Carry to next meeting. [7/1/2020 Board Mtg]

Prairie and Pleasant View Roundabout – ITD sent the award letter the previous day with the projected start date of July 6 which won't happen but it will begin as soon as possible. T. LaRiviere Equipment & Excavation is the general contractor; JUB was awarded the CE and I. [7/1/2020 Board Mtg]

Project Updates – For the Riverview Guardrail project, the pre-con meeting was held last week but no official start date; Skalan Creek project – the change order for the culvert liner came

through and is within 10% of the estimate, engineer Laura Winter added construction can't begin until the creek is dry with a wet spring, she added Kootenai Electric needs to move poles so trees need to be removed and as a courtesy will contact the property owners although the trees are in the District's right-of-way. [7/1/2020 Board Mtg]

ENGINEER

Change Order #1 for Prairie Ave / Greens Ferry Road Intersection Improvement Project – Engineer Darius Ruen went through savings and increases on this project creating a decrease change order of -\$222.72. Commissioner Werner **moved** to approve change order #1 in the amount of \$222.72. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/1/2020 Board Mtg]

Final Pay Estimate for Prairie Ave/ Greens Ferry Road Intersection Improvement Project – Mr. Ruen presented the final pay request which releases all retainage for the amount of \$100,039.59. Commissioner Werner **moved** to approve Pay Estimate #4 for the Prairie and Greens Ferry Intersection in the amount of \$100,039.59. Commissioner Humphreys seconded. **Motion carried unanimously.** [7/1/2020 Board Mtg]

Riverview Drive Realignment Project near Dominican School – Mr. Ruen explained in detail the amount locations at the school the Sisters are willing to accept fill material that needs to be removed from across the street. The Sisters will have the shed removed. Jersey barrier will be put up to keep the material from rolling into the road until such time a contractor can move the material into the school's property. The Sisters would like assurance the existing right-of-way will be vacated at the end of project. The attorney will bring an agreement to the next meeting that will show the agreed upon fill areas, the trees to be retained, and protection of the well. Mr. Ruen added his personal feeling this is a win-win for both sides and the Board added they have been working towards straightening this curve for twenty years. Although the District can contribute some smaller work, it will be put out to bid and was scheduled for construction this year, it will now take place in 2021. [7/1/2020 Board Mtg]

MS4 Confirmation – As discussed in earlier meetings for the approved permit, Laura Winter received an email from the EPA removing the requirement for testing four times per year. Noted for the record. [7/1/2020 Board Mtg]

OFFICE

Seltice Bus Shelter, Grant Funding Agreement – District Clerk Walson stated Kootenai County's Jason Nelson is obtaining quotes for the shelter and dirt work. Director Lenz added a design was sent wanting to shrink the pathway so the bus can get further off the road. Ms. Winter added she looked at the design and did not like the 40' distance but feels Mr. Nelson is trying to retrofit a design for both locations approved in the grant. Commissioner Werner added Mr. Nelson spoke with him earlier in the day feeling if done in house at the county, it can be done cheaper than going to bid. [7/1/2020 Board Mtg]

Electronic Payments – Administrative Assistant Korrei Kruger stated several companies were looked at with two reviewed, Access Idaho and Payroc. Access Idaho is free for Idaho government agencies; Payroc integrates itself through IworQ at a cost of \$500 per year. Ms. Kruger showed numbers of 30 minutes per transaction for Access Idaho and 10 minutes for Payroc, therefore staff time is saved. The Payroc payments will show immediately to IworQ when a payment has been applied to a certain project or permit, however invoiced payments will have to be posted to IworQ to be paid via charge card. Staff will extract payments IworQ each day for information to post to Quickbooks. Commissioner Werner **moved** to go with Payroc system through IworQ for our electronic payments. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/1/2020 Board Mtg]

Guidelines for Corona Virus – The Board reviewed the document to post on the internet and had no comments. [7/1/2020 Board Mtg]

Annexation Notifications – The first notice is for a large recreation parcel the City of Post Falls plans to annex. Recently the District has received parking complaints of cars parking on the road near the trailhead. The Board felt mention of recent parking complaints should be sent in a comment letter. The second notice is a large parcel south of Hayden between Greensferry and Chase. Commissioner Werner is quite familiar with the upcoming developments in that area and talked about other requests that will be submitted sometime in the future. So noted. *[7/1/2020 Board Mtg]*

EXECUTIVE SESSION

Commissioner Werner moved to enter into Executive Session at 8:06 pm pursuant to the provisions of Idaho Code 74-206, Subsection 1(f) for the purpose to communicate with legal counsel for pending litigation and a roll call vote is requested. Commissioner Humphreys seconded. Roll call vote: Commissioner Humphreys: aye; Chairman Werner: aye; Commissioner Tondee: aye. **Motion carried** unanimously.

COMMISSIONERS

With no further business, Chairman Tondee adjourned the meeting at 8:06 PM.

Regular Meeting – July 15, 2020, 6:00 pm, E. 5629 Seltice Way

Chairman Tondee called the meeting to order at 6:00 P.M. Present were Commissioners Todd Tondee, Terry Werner, and Lynn Humphreys; Director Michael Lenz, District Clerk Shirley Walson; Administrative Assistant Korrei Kruger, and Daniel Baker of HDR Engineering. Guests were Ruen Yeager Engineer Laura Winter, and via electronic attendance was employee Paula Roukema; Angela Comstock of JUB; Jonell DesMarais; and Hauser Lake Fire District's Chief Larry Simms and Deputy Chief James Neils. Chairman Tondee led in the Pledge of Allegiance.

CONFLICTS OR CHANGES

There we no conflicts declared or requested changes.

APPROVAL OF AGENDA

Commissioner Werner **moved** to approve the agenda as presented. Commissioner Humphreys seconded. **Motion carried** unanimously. *[7/15/2020 Board Mtg]*

CONSENT AGENDA

Items on the Consent Agenda are completions of the sign grant by completions of the LRHIP Project Documentation; approval of the State/Local Agreement for the Prairie & Pleasant View Intersection construction; Resolution 2020-01, Records Retention Schedule; Resolution 2020-02, Acceptance of Electronic Payments; approval of two plats, Waterford Estates Gardy Addition and Hauser Lake Heights. Item 5c, the Records Retention Resolution was discussed regarding the recordings being kept for 2 years as suggested by our attorney, now at 24-hours. Commissioner Werner **moved** to approve the consent agenda with Resolution 2020-01 will be changed as per the Board's discussion. Commissioner Humphreys seconded. **Motion carried** unanimously.

[7/15/2020 Board Mtg]

PUBLIC COMMENTS

No requests were made.

CURRENT BUSINESS

Greensferry Bridge Preliminary Negotiations

Director Lenz stated the proposal shows costs at Phase 1 and Phase 2. Daniel Baker of HDR Engineering presented the Master Short Form Agreement For Professional Services for preliminary design of the Greensferry Bridge providing information for the Board to go to the voters for a bond levy. Mr. Baker went through the timeline and costs providing a four month period to prepare for the levy. Media and public outreach was further explained where it falls in

the timeline. Two conceptual designs will be done, one staying within the current 50-foot right-of-way and the second in which acquisitions would provide more right-of-way. After discussion, the Board asked about funding with District Clerk Walson stating it has been placed in the preliminary 20/21 budget. Director Lenz cited a contractor working without a permit recently hit a gas line on Riverview close to Greensferry and it is quite apparent that if Spokane Street Bridge is shut down, for any reason, there could be a big problem with response for emergency. Commissioner Werner **moved** to authorize the Chairman's signature on Greensferry Bridge Phase 1 contract with HDR. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/15/2020 Board Mtg]

Set Public Hearing for Resolution 2020-03, Reserve Foregone Amount

New for this year is the requirement to declare reservation of foregone tax amount. Commissioner Werner **moved** to hold the public hearing for reservation of foregone amount on August 19, 2020 at 6:00 pm. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/15/2020 Board Mtg]

Set Public Hearing for Budget of FY 2020-2021

Commissioner Werner **moved** to hold the public hearing for the FY20/21 budget on August 19, 2020 at 6:00 pm. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/15/2020 Board Mtg]

Hargrave Road Agreement

Commissioner Werner **moved** to authorize the Chairman to sign the Hargrave Road Agreement. Commissioner Humphreys seconded. **Motion carried** unanimously. [7/15/2020 Board Mtg]

No Parking Signs, Hauser Lake Road

Two emails and a phone call from the City Clerk were received regarding vehicles parked on both sides of Hauser Lake Road rendering hazardous, dangerous, and unpassable travel lanes. A third email was received just prior to the meeting and attendees were present by video conferencing. District Clerk Walson added Hauser's City Clerk called last week stating she had fielded questions all day on Monday July 6. Chief Simms of the Hauser Lake Fire District stated weekends are not the only problem. He added that even if one wheel is on the pavement, it creates an extreme hazard trying to get a fire truck through: people are walking between vehicles and into the road without looking for traffic. He added that six deputies were out on the holiday weekend but could not issue tickets without the No Parking signs citing the District's ordinance. Commissioner Humphreys added it is happening all through the week but the cooperation is needed by the Sheriff's Department. Commissioner Werner asked for Chief Simms recommendation of where the signs should begin and end with Chief Simms stating from one-half either side of Faye Road on both sides of the road, Burdette to Cliffhouse. Commissioner Humphreys stated not only is there a fire station, but the safety of the neighboring public and as the District continues to grow, this will become more of a problem. Commissioner Humphreys **moved** to have our Director of Highways instruct staff to put No Parking signs from Cliff House to Burdette on both sides of the roadway to help the sheriff's department mitigate the park problem along Hauser Lake Road. Commissioner Werner seconded. **Motion carried** unanimously. [7/15/2020 Board Mtg]

Cooperative Agreement, Prairie & Meyer UP Spur Purchase

Commissioner Werner **moved** to authorize the Chairman to sign the cooperative agreement number A023 (021) SH41 UPRR XING Closure, KN 23021. Commissioner Humphreys seconded. **Motion carried** unanimously. District Clerk Shirley Walson added the \$92,400 for this purchase will be paid in late fall and funds are carried forward in the budget. [7/15/2020 Board Mtg]

DIRECTOR

Equipment Expenditure – Director Lenz recapped the last meeting's discussion regarding equipment expense. Moving forward, he explained, the budget will include an equipment list of intended purchases. Commissioner Werner reminisced about previous years allotting funds to larger purchases so the District is not forced to finance. No changes at this time. [7/15/2020 Board Mtg]

Employee information – As requested, the number of employees in past years was reviewed. After some discussion, including the increase of the ADT counts, and the temp employee is trained and has his CDL; Commissioner Humphreys **moved** to put Takota Tate-Vanderver on as a full-time employee. Commissioner Werner seconded. **Motion carried** unanimously. [7/15/2020 Board Mtg]

General Updates –

The Riverview Guardrail project was set to begin July 6 but has been pushed to July 20 due to the discovery of baby birds in a nest by the biologists.

The Riverview Skalan Creek project is set to begin July 20 as well.

Crew – Kudos were received from a resident, Dennis Prosser, watched the crew communicate in a positive way, working together and efficiently, the manager was doing a wonderful job, and they were moving forward really fast. Director Lenz added he could not have been more proud of them. Director Lenz also reported he received a nice compliment from a visitor recently stating how helpful the office staff is to work with. [7/15/2020 Board Mtg]

ENGINEER

Riverview Skalan Creek project – Engineer Laura Winter notified the Board that as the District's engineer, and the District's MS4 engineer, she foresees a possible problem that may develop. He has twice contacted LHTAC rather than the engineer or District to begin the project receiving permission to do clearing and grubbing only. No work is to be done in the creek until there is no flow. She noted previous infractions regarding this contractor including the recent gas line damage on Riverview and Greensferry recently in which he was working with a permit from the District. The Board asked she keep a close eye on the project as it moves forward. [7/15/2020 Board Mtg]

OFFICE

Insurance Discussion – The District Clerk asked the Board if they wish to pursue the med-bridge insurance that was presented at the last meeting. The Board would like to hear more; it will be scheduled as a Special Meeting on August 5. [7/15/2020 Board Mtg]

Set Preliminary Budget Review Workshop – Wednesday, July 29 at 1:00 was set; it will be posted. [7/15/2020 Board Mtg]

COMMISSIONERS

Commissioner Werner asked the Board to be cognizant of remarks during the meeting that could be viewed inappropriate or out of order. So noted and an apology was provided. [7/15/2020 Board Mtg]

With no further business, Chairman Tondee adjourned the meeting at 6:37 PM.

Special Meeting – July 1, 2020, 5:00 pm, E. 5629 Seltice Way

Chairman Tondee called the meeting to order at 5:00 P.M. Present were Commissioners Todd Tondee, Terry Werner, and Lynn Humphreys; Director Michael Lenz, District Clerk Shirley Walson, Administrative Assistant Korrei Kruger, Employees Mark Roberts, Brian Crumb, Dan Peterson, via electronic attendance Paula Roukema; and HR Consultant Skye Mercer also present via electronic attendance.

Chairman Tondee stated he only received the presentation with a summary of comments not the comments until now. District Clerk Walson stated staff was only going to provide the compilation but didn't want staff words to be the employees' words so provided copies to the Board. Ms. Walson introduced Skye Mercer to the audience and asked her to comment on the presentation. Ms. Mercer began by stating she has worked on other projects like this with government agencies adding staff has done a good job presenting the figures but there is still a misunderstanding the employees have of some benefits and possibly a Q&A may be in order with the Board. She stated doing a cost analysis was presented well. Ms. Walson provided a reminder of the current plan

and the proposed plan, then rather than stating the reason the Board has been reviewing this asked the Board to state that reason. Commissioner Werner feels the liability to the District is too much; no private business in the area pays out this much and so he asked for PTO to be looked at among other things. Chairman Tondee again cited lowering the liability, to see if it's in-line and possibly lowering it. He feels a lot of our benefits are not benefits, sick is not a benefit, it's smoking mirrors unless used; he would like to replace the smoking mirrors with an actual benefit which would be more in the VEBA account which also provides something that can be used now or saved to later; this is just a different way to look at benefits. Sick time was created to make a paycheck whole when you are sick, it is not intended to be a retirement benefit. Commissioner Humphreys continues his path that it isn't broke so it doesn't need to be fixed and it was intended to be a benefit. He added that the proposed plan costs more than the current plan so all the more reason not to change the current program. Ms. Walson then presented the proposed plan with each employee's figures showing different sheets that showed payouts only and interest. Commissioner Werner would like to see the numbers with payouts based on each employee's year rather than according to the current manual. Commissioner Humphreys brought up the new plan is not saving the District money why would we look at the new plan with an answer that the Board would not have known this would be the number. Other items shown in the presentation were employee comments, a comparable to the other Kootenai County Highway Districts, and reminds the Board had discussed including the minimum age of 55 to pay out sick, vacation cannot be 'run out' at the end of retirement, and creating a retirement contingency fund so the payout amounts will be available. In review of the interest earned which was quite controversial with the employees, Ms. Mercer responded that you cannot expect \$1 earned will remain \$1 in twenty years when it is earning interest with Chairman Tondee stating he was not trying to increase the District's cost and an increase in VEBA when looking at interest could be beneficial. Attorney Susan Weeks then spoke regarding the Board's legal realm stating the Fair Labor Act does not require payouts at retirement and ARISA does not apply to government unless you adopt it. State laws are you can't take away what they have already earned, but you can change everything moving forward as well as remove the benefit. Chairman Tondee added this has been very eye opening and he again feels there are different ways to manage benefits and likes the employees managing their own benefits. After some discussion, Commissioner Humphreys **moved** to remain with the current sick leave policy and don't change anything at this time. The motion died for lack of second. Commissioner Werner asked to bring this back to the next meeting with staff breaking down by year the employees retire as well as show the City of Post Falls' payout schedule. [7/1/2020 Board Mtg]

The meeting adjourned at 6:02 pm.

Special Meeting – July 15, 2020, 5:00 pm, E. 5629 Seltice Way

Chairman Tondee called the meeting to order at 5:00 P.M. Present were Commissioners Todd Tondee, Terry Werner, and Lynn Humphreys; Director Michael Lenz, District Clerk Shirley Walson, and Administrative Assistant Korrei Kruger; via electronic attendance was employee Paula Roukema.

The Board discussed their different view and a review of the last year's review of benefits. Commissioner Humphreys firmly stated his opinion our program is not broke and does not need fixing **moving** to leave the program like it is and put the other options to bed. Commissioner Werner added the Board cannot come to a consensus adding 'Action Item' was not cited on the agenda. Chairman Tondee stated the motion died for lack of a second; and the subject will be discontinued as it has been exhausted. The Board thanked staff for all the hard work that was put into this project. District Clerk Walson asked about setting up a retirement contingency account and will bring a review to the Board meeting for review. [7/15/2020 Board Mtg]

Workshop – July 29, 2020, 1:00 pm, E. 5629 Seltice Way

Chairman Tondee opened the workshop at 1:10 P.M. Also present were Commissioner Terry Werner, Director Michael Lenz, and District Clerk Shirley Walson.

This workshop was held to preliminarily review the budget. No other business was discussed. The meeting adjourned at 3:30 pm.

JULY Vouchers:

	Num	Name	Amount
Jul 1 - 30, 20			
	42926	HDR ENGINEERING INC	6,023.19
	42927	INTERSTATE CONCRETE	100,039.59
	42928	ALSCO	377.62
	42929	DAVE YERIAN	135.00
	42930	FASTENAL	178.64
	42931	GENERAL FIRE	389.80
	42932	H & H EXPRESS	27.25
	42933	INTEGRATED PERSONNEL, INC	1,917.28
	42934	KOOTENAI COUNTY SOLID WASTE	130.00
	42935	LAKE CITY AUTO CARE	155.06
	42936	LHTAC	300.00
	42937	METROQUIP, INC.	79.37
	42938	MICHAEL LENZ	135.00
	42939	MIKE WHITE FORD OF CDA	242.62
	42940	MINUTEPRESS	37.20
	42941	MODERN MACHINERY	267.88
	42942	MOTION AUTO SUPPLY	22.94
	42943	NCPERS	336.00
	42944	NORCO	55.80
	42945	NORTHWEST MACHINE	184.50
	42946	NOVUS GLASS	69.95
	42947	PAULA ROUKEMA	60.32
	42948	RAGAN EQUIPMENT COMPANY	44.94
	42949	SIX ROBBLEES	318.82
	42950	STOP PYMT-SKYE HR CON. LOST IN MAIL	0.00
	42951	SPECTRUM BUSINESS	129.99
	42952	VERIZON WIRELESS	180.56
	42953	VSP dba VISION SERVICE PLAN	230.17
	42954	ZIPLY FIBER	263.83
	42955	DELTA DENTAL	1,468.78
	42956	A-V SUPPLY	269.55
	42957	ADD ELECTRONICS	395.84
	42958	AMERICAN ON-SITE SERVICES	195.00
	42959	ARIXIO	260.00
	42960	BROWN BEARING	171.20
	42961	CDA METALS	71.50

42962	CONSOLIDATED SUPPLY CO.	1,940.36
42963	CULLIGAN	5.95
42964	DRIVELINES, INC.	160.47
42965	BRIAN D CRUMB	1,813.05
42966	CHARLES D YERIAN	2,183.90
42967	DANIEL G PETERSON	1,682.21
42968	DARREL STEVENS	1,746.16
42969	EDWARD F. MAEL	1,873.31
42970	ERIC PRESTEGAARD	1,405.68
42971	JAMES B WINES	2,144.16
42972	KORREI M KRUGER	1,745.90
42973	LARRY P HOWELL, JR	1,168.14
42974	LESLIE R LIKES	1,734.89
42975	LYNN D HUMPHREYS	553.32
42976	MARK F ROBERTS	1,787.00
42977	MICHAEL C LENZ	2,670.05
42978	MICHAEL J KETCHUM	1,758.15
42979	PAULA L ROUKEMA	804.23
42980	RANDY L NEAL	2,041.72
42981	SHIRLEY J. WALSON	1,688.19
42982	TAYLOR WOOD	1,723.16
42983	TERRY WERNER	608.45
42984	TRAVIS A HALL	1,792.04
42985	TRAVIS S MITLEY	1,461.26
42986	WILLIAM T TONDEE	641.38
42987	VOID, PRINTING ERROR	0.00
42988	LYNN HUMPHREYS.	75.00
42989	TERRY WERNER.	75.00
42990	TODD TONDEE	75.00
42991	CREDIT UNION	1,123.94
42992	COLEMAN OIL COMPANY	900.03
42993	PECK & PECK EXCAVATING	3,000.00
42994	765TECH INC	30.00
42995	ABOVE AND BEYOND JANITORIAL INC	500.00
42996	ACE HARDWARE	104.47
42997	ADVANCED COMPRESSOR & HOSE, INC.	854.77
42998	ALSCO	136.08
42999	AMERICAN ON-SITE SERVICES	195.00
43000	CDA GARBAGE	161.75
43001	CITY OF POST FALLS.	362.86
43002	VOID, ALREADY PD IN CK #42962	0.00
43003	COUNTRY CLEANERS	315.50
43004	CUMMINS	1,313.05

43005	ESRI, INC.	400.00
43006	FASTENAL	140.72
43007	GORDON TRUCK CENTERS, INC	1,854.48
43008	INTERSTATE CONCRETE	5,556.72
43009	LACAL EQUIPMENT INC	136.14
43010	LES SCHWAB	455.02
43011	MIKE WHITE FORD OF CDA	86.40
43012	MODERN MACHINERY	152.40
43013	NAPA	1,007.24
43014	OMCO	132.81
43015	PACWEST MACHINERY LLC	33.42
43016	PAPE MACHINERY	119.63
43017	POST FALLS CHAMBER	270.00
43018	RAGAN EQUIPMENT COMPANY	19.00
43019	RWC GROUP	46.05
43020	SKYE HR CONSULTING LLC	250.00
43021	SPOKANE HOUSE OF HOSE	337.72
43022	TERRY WERNER.	72.50
43023	THE FILTER FACTORY	111.80
43024	WESTERN STATES EQUIPMENT - CAT	734.46
43025	WTB - CREDIT CARD DIV.	871.98
43026	GREASE MONKEY-ROLLING STOCK	20.90
43027	VOID-AMT ERROR, REISSUED CK # 43031	0.00
43028	INTEGRATED PERSONNEL, INC	1,689.60
43029	H & H INC DOCUMENT MANAGEMENT SOLUTIONS	200.99
43030	RUEN-YEAGER & ASSOC, INC	7,024.35
43031	GRAINGER	90.25
43032	REGENCE BLUE SHIELD	16,736.16
43033	BRIAN D CRUMB	1,887.35
43034	CHARLES D YERIAN	2,253.30
43035	DANIEL G PETERSON	1,749.04
43036	DARREL STEVENS	1,747.16
43037	EDWARD F. MAEL	1,816.23
43038	ERIC PRESTEGAARD	1,405.67
43039	JAMES B WINES	2,188.66
43040	KORREI M KRUGER	1,746.92
43041	LARRY P HOWELL, JR	1,417.74
43042	LESLIE R LIKES	1,839.81
43043	MARK F ROBERTS	1,795.92
43044	MICHAEL C LENZ	2,738.94
43045	MICHAEL J KETCHUM	1,820.81
43046	PAULA L ROUKEMA	804.21

	43047	RANDY L NEAL	2,058.33
	43048	SHIRLEY J. WALSON	1,734.08
	43049	TAYLOR WOOD	1,811.93
	43050	TRAVIS A HALL	1,818.30
	43051	TRAVIS S MITLEY	1,492.52
	43052	AFLAC	272.65
	43053	CREDIT UNION	1,123.94
	43054	NEW YORK LIFE	20.00
	43055	HRA VEBA TRUST	3,150.00
	43056	SKYE HR CONSULTING LLC	951.52
	ACH	ITD-BOISE	1,000.00
	ACH	PUBLIC EMPLOYEES RETIREMENT SYSTEM	11,191.25
	ACH	IRS DEPARTMENT OF THE TREASURY	12,006.32
	ACH	STATE TAX COMMISSION	3,288.00
	ACH	PUBLIC EMPLOYEES RETIREMENT SYSTEM	11,297.56
	ACH	IRS DEPARTMENT OF THE TREASURY	12,006.32
Jul 1 - 30, 20			<u><u>290,505.99</u></u>

ORIGINAL SIGNED AND DATED 08/05/2020

Submitted by:
Shirley Walson, District Clerk