

POST FALLS HIGHWAY DISTRICT

MARCH 2023 MINUTES

Regular Board Meeting – March 1, 2023, 6:00 P.M., 5629 E. Selfice Way, Post Falls, ID 83854

1. Chairman Tyler called the meeting to order at 6:00 P.M.
Present were:
Commissioners: Jeff Tyler, Lynn Humphreys, David Russell
Director of Highways Michael Lenz, District Clerk Beth Rheinschmidt
Deputy Clerk Helen Furbee

Guests in attendance were:
Angela Comstock, JUB Engineers
Online: 1 Anonymous participant (see public comments section below)
2. PLEDGE OF ALLEGIANCE Commissioner Humphreys led in the Pledge of Allegiance.
3. CONFLICTS OR CHANGES None
4. APPROVAL OF AGENDA
Commissioner Humphreys **moved** to accept the agenda as presented. Commissioner Russell seconded. **Motion carried.** [03/01/2023 Board Mtg]
5. CONSENT AGENDA
Commissioner Humphreys **moved** to accept the consent agenda as presented. Commissioner Russell seconded. **Motion carried.** [03/01/2023 Board Mtg]
6. PUBLIC COMMENTS
(1 online participant, no name, only an obscured phone number as the identifier. They attended with no video enabled and made no contact via chat or voice during the meeting)
Commissioner Tyler asked if there were any public comments and there were none so the public comment period was closed.
7. OLD BUSINESS: NONE
8. CURRENT BUSINESS:
Weed Spraying Agreement – Director Lenz said that we plan on again using Panhandle Spray Service and the stated rate was the same as last year at \$40/acre \$100/hour. He said that last year's total bill came to approximately \$22K and that this year's budget is \$35K. He said they hope to do additional spraying of the yards and piles this year. Commissioner Humphreys **motioned** to accept the contract for spraying with Panhandle Spray service at the rates stated. Seconded by Commissioner Russell; **Motion carried.** [03/01/2023 Board Mtg]

Oil Tanker Bid – Director Lenz said that they might remember that last year our oil tanker failed and needs replaced. We put out to bid for a replacement and (noting the paperwork in the Board meeting packet) he went over the bids of Kraft at \$80,063 (includes freight from El Paso, TX), Pac Machinery at \$91,500 and Superior at \$89,320. \$125,000 is in the budget and it would need to be shipped via flatbed truck to here. Director Lenz was satisfied with the Kraft (low bidder) tanker. There were questions regarding the tankers condition and transport. Commissioner Humphreys motioned to accept the bid from Kraft, seconded by Commissioner Russell. **Motion carried.** [03/01/2023 Board Mtg]

Water Tanker Bid – Director Lenz said that after researching, they were able to locate a used water tanker in Walla Walla, WA for \$36,900. He said that currently we have been borrowing one from the Worley Highway District for Mag in the winter, and that we really need our own as Worley will be needing theirs for Mag at some point. We also need our own as we develop the Bodine facility for winter Mag and also for water in the summer to wash chips, etc. After

explaining the condition as seen from pictures which were sent, he stated that he was seeking permission from the Board to take Randy (PFHD lead mechanic) with him to Walla Walla to inspect this tanker with the intent to purchase it if it deemed worthy of purchase. He noted that the total for the oil tanker and water tanker would be \$116,963 which is still below the budgeted amount of \$125,000 for the oil tanker alone. Commissioner Humphreys immediately made a **motion** to table the purchase until the next meeting until such onsite inspection could take place. Commissioner Russell asked a few questions and then Chairman Tyler remarked that he would support the purchase after inspection without another motion at the next meeting. Commissioner Humphreys called the question. The **motion failed** due to a lack of a second of the motion. Commissioner Russell expressed concern that at this price, it may be sold soon and then made a **motion** to authorize the trip to inspect and to purchase the water tanker for \$36,900 contingent upon the Director being satisfied with the condition of the tanker. Commissioner Humphreys seconded; **motion passed.** [03/01/2023 Board Mtg]

Lancaster/Huetter Roundabout Motion carried. Director Lenz said that the question regarding the roundabout for tonight centers on 1) which option to pick regarding the alignment and 2) that since either option for alignment will result in a likely shortfall of funds and if additional funding cannot be obtained, would we be willing to split the overage with Lakes Highway District. He pointed out the differences in the options, with option 1 being straight (centered) and estimated in 2019 at \$1.99mil to \$2.55mil and option 2 (skewed approach) at \$1.74mil to \$2.28 mil. Option 2 saves dollars on utility relocation and right of way purchase but it would skew the center and approach to it as well as require the power pole in the center of the roundabout. There is currently \$8,000 allocated to land acquisition and \$1.289mil allocated towards construction. He said that Lakes is the sponsor of the project. We have talked to Lakes Highway District regarding the shortfall (regardless of which option is chosen) and they will have this before their Board at their next meeting. Chairman Tyler said he favors the first option to avoid a utility pole in the roundabout. There was discussion regarding future developments, the adjoining properties and current safety issues particularly the speed limit. Director Lenz reiterated that the purpose tonight was to agree on either option 1 or 2; bids for construction will be later. Commissioner Russell made a **motion** to approve option 1 and to lower the speed limit to 35mph on Lancaster Road west of Huetter. Seconded by Commissioner Humphreys, **motion passed.** [03/01/2023 Board Mtg]

9. CORRESPONDENCE: None

10. LEGAL:

Counsel not being present, there were no items.

11. ENGINEERING: Angela Comstock of J-U-B engineering was present and said that the meetings and planning for the concept report (which was submitted for review) are done and they would like to bring preliminary schematics to the first April meeting so that preliminary design can begin thereafter. Commissioner Russell asked that the presentation be on the 2nd meeting in April so that he can attend to which Ms. Comstock agreed. Then she spoke about the GIS system project and said there are some tasks to finish up on it and our staff (Helen and Jonie) attended a training and provided them with additional feedback. There will be a presentation on it at the next board meeting.

12. DIRECTOR:

Since we are continuing to get snow, he does not anticipate going back to the 4 -10 schedule until April. The crews have been spending time cleaning the shop, inventorying shop supplies and on re-doing the required berms at the Hayden pit. He is working with Idaho Asphalt on a piggy backed oil contract. He stated that Ms. Winter is working on a speed limit setting for Winch, the right of way for Riverview & Idaho and traffic count numbers for the next meeting. He is also going to meet with the city of Coeur d'Alene regarding options for the Huetter/Hanley intersection. Commissioner Russell expressed a concern that Huetter should not be opened up without a signal in place and started discussion on who will pay for it. Commissioner Humphreys also express concern and stated that he believed the developer should contribute to the costs to alleviate the burden on other taxpayers. There was further discussion as to whether the intersection should be built out to match future needs or just a light added until

\$500/year it is considerably cheaper than the old system at \$10,000/year subscription. There were several questions regarding the use of it which was demonstrated. Commissioner Russell asked about the contract with ESRI (software platform) and our ability to get our data back "at will". There were other questions regarding the ability to link easements and documents to parcels which the system is intended to do.

MS-4 Agreement: The 2023 Professional services agreement for the MS-4 monitoring and testing was presented by Director Lenz. Melissa Cleveland (Welch Comer Engr.) explained that some smaller expenses that were itemized last year are now lumped into a category of "by approval of Director Lenz" rather than guessing what they will be for the year. Also, testing this year will be wet and dry weather sampling. They have received no comments from last year's plan and so what they have/will be implementing is what was outlined for action in last year's plan. There will be considerably more testing overall. Whatever help Director Lenz requests in implementing mitigation strategies will be billed at an hourly rate, if needed. She briefly outlined the testing and permit renewal process. Commissioners Humphreys and Tyler asked questions regarding the specifics of the contract totals. Ms. Cleveland said the overall total is not projected to be much more than last years, as there is more testing this year, but less paperwork/plan generation as the permit and plan are already done and should only have to be modified for next year. Commissioner Humphreys **motioned** to accept the MS4 agreement as presented. Commissioner Russell seconded; **motion carried.** [03/15/2023 Board Mtg]

LGIP Fund Inactivation Authorization – W Riverview at St Dominics account: Deputy Clerk Helen Furbee explained that this was at the request of District Clerk Rheinschmidt as the remaining funds of \$541,606.97 in this account were transferred to the in-house project for Harbor Dr/Riverview. An additional budgeted amount of \$100,000 were transferred into the Harbor Dr/Riverview account for a total of \$641,606.97. She said that with that done, District Clerk Rheinschmidt was requesting that the old account be deactivated. Commissioner Russell **motioned** to authorize the deactivation of the W Riverview bank account, seconded by Commissioner Humphreys **motion carried.** [03/15/2023]

9. CORRESPONDENCE: Greensferry Bridge – Tom Sanner sent in an email with a photo entitled "water bridge" which illustrates a road (short tunnel) going under a body of water and stated in his email that this might be an idea for the Spokane River at Greensferry Rd. He suggested it could be widened to accommodate river flow volume. He also said that "this has gone on long enough without being addressed and would eliminate the need for a drawbridge". Deputy Clerk Furbee said that she looked up the bridge which he included in his email, and that bridge is in the Netherlands and in an area where there is not a lot of water level change. Commissioner Russell said that in the Netherlands the water is strictly controlled with locks, dikes, etc. Commissioner Humphreys said that it is encouraging that someone is making a suggestion and that with the increase in population that at least we are getting the word out that there is a need. Chairman Tyler said that the emphasis in various meetings he has attended is on the flow of the river in the spring and anything that would hinder flow is problematic. Commissioner Russell reiterated that he also sees a need for an additional crossing to access the south side of the river and suggested that a crossing past the falls might be a better idea to place it into a more open area due to the amount of currently developed properties.
10. LEGAL: Attorney Weeks said that her items are for the executive session only and had nothing else at this time.
11. ENGINEERING: Kevin Smith (JUB) spoke and said that the concept phase of the Hayden/Meyer roundabout and Prairie Ave project are done and they are going to present the results of the concept phase next month.
12. DIRECTOR: Director Lenz said that the crew are still fighting snow but are moving into ditch maintenance, potholes and clearing culverts. The new sweeper should be here around the end of March. They are purchasing the used water tanker at \$36,000 and it will be delivered Monday and will be tested for leaks prior to finalizing the purchase. The oil tanker does not

have a delivery date yet. Fisher started the roof repairs. At the AHD meeting the new proposed standards were adopted, they will be on our next meeting's agenda. Director Lenz stated that he is working with IAHD to propose legislation to make annexations go to the right of way, not stop at the center line which is the common practice. He said he is trying to set up a meeting with KMPO and the cities of Post Falls and Rathdrum regarding CIP plans as conflicts have been created. Both cities have plans for changes to Meyer/Boekel and Meyer/Hayden and with annexations and each entity coming up their plan, this is not going to work with different configurations, amounts of lanes, etc. The intent is to get together to work out the transportation plans with all the jurisdictions there. Chairman Tyler said that he has brought this up at KMPO meetings and showed them their policy and maps that shows the critical arterial corridors speed limits and that the roundabouts will be in direct conflict with the stated policy for speed (35mph and above) and spacing of intersections. He read from the policy that the development community be aware of the policy regarding critical arterials and this be articulated to them clearly prior to application, including a checklist, for development. He said that he expressed frustration to Glen (Miles, KMPO Director) that we have already invested in engineering for these road improvements and now find out about roundabouts, the city plan on annexation etc. after the fact. Everyone agreed that all agencies really need much better communication at the KMPO level.

Director Lenz then addressed the easement agreement at Beck & Prairie with Mr. Munday which should be signed soon. We are also waiting for the announcement on the Pleasant View interchange project. The Boekel/Meyer intersection will be closed Monday for the whole construction season, a City of Rathdrum project.

13. OFFICE: Deputy Clerk Furbee requested a commissioner be available to come to the office for payroll check signing on Friday and Chairman Tyler volunteered.
14. COMMISSIONERS: Commissioner Russell commended Chairman Tyler for his persistence in pursuing the communication and planning problem with the roundabouts being planned for Prairie. He is concerned with some of the decisions by the City of Post Falls which are in conflict with the KMPO plan, such as the roundabouts being planned on Prairie. He asked counsel if it's possible to issue an official statement from the Board voicing their disagreement and concerns. Ms. Weeks stated that there is nothing to prevent them from drafting a letter to the City regarding these issues, proposing a public statement from the Board stating that they did not approve them. Chairman Tyler stated that he attempted at the last City of Post Falls council meeting to be able to speak but was told that as it was not an agenda item he was not allowed to address the matter. He also attempted to make a public comment during the public comment forum but was not able to. He believes that this is another issue KMPO should be involved in to get input from all parties. Chairman Tyler and Commissioner Russell agreed that the Board should draft some sort of official statement to address this problem to best represent their constituents. Commissioner Humphreys said he would mull it over. No action was taken.

Chairman Tyler then moved on to express a concern about the "traffic management center" presented at the KMPO meeting and stated that his constituents are against more cameras. He sees it as a very expensive system and a huge bureaucracy. Commissioner Russell agreed and said that the multijurisdictional management of it would be problematic and it would be a waste of money and a privacy issue. There was general discussion questioning who would fund it for startup and then funding on an ongoing basis.

15. EXECUTIVE SESSION: Commissioner Russell moved to enter into Executive Session pursuant to the provisions of Idaho Code 74-206, Subsection 1(b) and 1(f) for the purpose of discussing a personnel issue and to discuss the legal ramifications of pending litigation. Commissioner Humphreys seconded and requested a roll call vote. Roll call vote: Commissioner Humphreys: aye; Chairman Tyler: aye; Commissioner Russell: aye. The Board entered into executive session at 7:06 pm.

Board exited executive session at 8:44 pm. Commissioner Russell **motioned** to direct the Director of Highways to comment on Coeur Terre annexation as discussed in the executive session. Seconded by Commissioner Humphreys, **motion carried.** [03/15/2023 Board mtg]
 Commissioner Russell then **motioned** to direct the Director of Highways to move forward with the personnel matter as discussed in the executive session. Commissioner Humphreys seconded, **motion carried.** [03/15/2023 Board mtg]

16. ADJOURNMENT: The meeting adjourned at 8:44pm.

MARCH VOUCHERS:

	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Mar 1 - 31, 23			
	46941	ITD-BOISE	\$ 5,132.95
	46942	ACE HARDWARE	\$ 101.55
	46943	ALSCO	\$ 407.16
	46944	ARROW CONSTRUCTION SUPPLY	\$ 16.66
	46945	BROWN BEARING	\$ 100.60
	46946	CDA METALS	\$ 65.24
	46947	COUNTRY CLEANERS	\$ 270.00
	46948	CULLIGAN	\$ 15.90
	46949	ELJAY OIL COMPANY, INC.	\$ 243.45
	46950	ENVIROTECH SERVICES, INC	\$ 2,762.97
	46951	GMCO CORPORATION	\$ 31,158.59
	46952	GORDON TRUCK CENTERS, INC	\$ 162.08
	46953	ICRMP	\$ 24,599.00
	46954	JMT PETROLEUM	\$ 3,613.47
	46955	KENWORTH SALES - SPOKANE	\$ 718.45
	46956	KOOTENAI COUNTY SOLID WASTE	\$ 136.50
	46957	LAWSON PRODUCTS	\$ 214.54
	46958	VOIDED - REPLACED BY CK # 46979	\$ -
	46959	MOTION AUTO SUPPLY	\$ 1,017.31
	46960	MOUNTAIN PLATING	\$ 344.72
	46961	NAPA - POST FALLS	\$ 1,051.40
	46962	NCPERS	\$ 352.00
	46963	NORCO	\$ 51.77
	46964	NORTHWEST TRAILER CENTER	\$ 288.56
	46965	PLATT ELECTRIC SUPPLY	\$ 115.17
	46966	RWC GROUP	\$ 747.29
	46967	SIX ROBBLEES	\$ 9.30
	46968	SMITH POWER PRODUCTS INC	\$ 391.44
	46969	SPECTRUM BUSINESS	\$ 139.99
	46970	SPOKANE HOUSE OF HOSE	\$ 27.64
	46971	SPRAY CENTER	\$ 90.02
	46972	TRANSPORT EQUIPMENT	\$ 30.25
	46973	USPS	\$ 315.00
	46974	UTILITY TRAILER SALES OF SPOKANE	\$ 465.94
	46975	VSP dba VISION SERVICE PLAN	\$ 294.86
	46976	WESTERN STATES EQUIPMENT - CAT	\$ 5,677.82
	46977	ZIPLY FIBER	\$ 311.66
	46978	ADVANCED COMPRESSOR & HOSE, INC.	\$ 669.41

46979	MIKE WHITE FORD OF CDA	\$	383.81
46980	COLEMAN OIL COMPANY	\$	1,492.67
46981	DELTA DENTAL	\$	1,425.62
46982	NEW YORK LIFE	\$	20.00
46983	CREDIT UNION	\$	725.00
46984	BETH L RHEINSCHMIDT	\$	1,791.50
46985	DARREL L HUMPHREYS	\$	647.04
46986	DARREL STEVENS	\$	1,685.55
46987	DAVID A TUCKER	\$	1,614.98
46988	DAVID RUSSELL	\$	501.52
46989	EDWARD F. MAEL	\$	1,662.86
46990	ERIC PRESTEGAARD	\$	2,012.01
46991	HELEN A FURBEE	\$	935.92
46992	JAMES B WINES	\$	2,245.01
46993	JASON B COFFMAN	\$	2,214.22
46994	JEFFREY E BRATON	\$	1,647.62
46995	JEFFREY TYLER	\$	677.04
46996	JONIE ANDERSON	\$	1,216.88
46997	LARRY P HOWELL, JR	\$	1,051.39
46998	LESLIE R LIKES	\$	1,745.39
46999	LUCAS A BICANDI	\$	2,034.15
47000	MICHAEL C LENZ	\$	2,917.04
47001	MICHAEL J KETCHUM	\$	1,652.65
47002	RANDY L NEAL	\$	1,691.40
47003	TRAVIS A HALL	\$	2,073.82
47004	TUEKOTA TATE-VANDEVER	\$	1,734.78
47005	ZANE A. KLEIN	\$	1,697.62
47006	JUB	\$	26,535.56
47007	JUB	\$	99,382.49
47008	MOUNTAIN HI TRUCK & EQUIPMENT	\$	36,000.00
47009	WTB - CREDIT CARD DIV.	\$	2,547.78
47010	765TECH INC	\$	813.50
47011	ABOVE AND BEYOND JANITORIAL INC	\$	650.00
47012	ADD ELECTRONICS	\$	170.98
47013	AMERICAN MOBILE DRUG TESTING	\$	135.00
47014	AMERICAN ON-SITE SERVICES	\$	246.40
47015	BADGER BUILDING CENTER	\$	228.72
47016	BETH RHEINSCHMIDT	\$	9.65
47017	CDA GARBAGE	\$	161.75
47018	CDA PRESS	\$	307.16
47019	CITY OF POST FALLS.	\$	263.62
47020	DOBBS PETERBILT - SPOKANE WA	\$	47.48
47021	ENVIROTECH SERVICES, INC	\$	2,994.84
47022	GMCO CORPORATION	\$	48,930.20
47023	GOODYEAR	\$	71.89
47024	GRAINGER	\$	234.20
47025	H & H INC DOCUMENT MANAGEMENT SOLUTIONS	\$	102.42
47026	HRA VEBA TRUST	\$	11,000.00
47027	INTERMOUNTAIN SIGN & SAFETY	\$	454.00

47028	JEFF TYLER	\$	712.50
47029	JMT PETROLEUM	\$	9,433.36
47030	JUB	\$	3,422.40
47031	MOUNTAIN PLATING	\$	2,829.84
47032	REGENCE BLUE SHIELD	\$	18,075.26
47033	RUEN-YEAGER & ASSOC, INC	\$	14,563.36
47034	RWC GROUP	\$	1,463.64
47035	SPRAY CENTER	\$	299.05
47036	TRUCKPRO	\$	120.69
47037	VERIZON WIRELESS	\$	389.83
47038	NORCO	\$	61.70
47039	VOIDED - FUNDS EFT ON 3/27/23	\$	-
47040	BETH L RHEINSCHMIDT	\$	2,197.90
47041	DARREL STEVENS	\$	2,064.13
47042	DAVID A TUCKER	\$	2,134.82
47043	EDWARD F. MAEL	\$	2,128.32
47044	ERIC PRESTEGAARD	\$	1,988.88
47045	HELEN A FURBEE	\$	1,144.63
47046	JAMES B WINES	\$	2,229.26
47047	JASON B COFFMAN	\$	2,392.76
47048	JEFFREY E BRATON	\$	2,089.11
47049	JONIE ANDERSON	\$	1,486.47
47050	LARRY P HOWELL, JR	\$	1,372.69
47051	LESLIE R LIKES	\$	2,253.69
47052	LUCAS A BICANDI	\$	2,248.57
47053	MICHAEL C LENZ	\$	3,088.61
47054	MICHAEL J KETCHUM	\$	2,105.61
47055	RANDY L NEAL	\$	2,353.76
47056	TRAVIS A HALL	\$	2,304.79
47057	TUEKOTA TATE-VANDEVER	\$	2,080.64
47058	ZANE A. KLEIN	\$	2,029.25
47059	AVISTA UTILITIES - WWP	\$	4,122.81
47060	AFLAC	\$	82.56
47061	CREDIT UNION	\$	725.00
EFT	KRAFT TANK CORPORATION	\$	80,088.00
EFT	WASHINGTON TRUST BANK	\$	11,289.60
EFT	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$	1,380.44
EFT	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$	9,516.71
EFT	WASHINGTON TRUST BANK	\$	13,529.18
EFT	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$	12,600.89
EFT	STATE TAX COMMISSION	\$	3,443.00
TRNS	TRANSFER TO LGIP INSURANCE ACCT	\$	308.90
		\$	581,048.40

Mar 1 - 27, 31

APPROVED _____

ATTEST _____

DATE _____