



POST FALLS HIGHWAY DISTRICT
MEETING AGENDA
5629 E SELTICE WAY
POST FALLS, ID 83854
December 5, 2018

Please note that agenda is subject to change 48-hours prior to meeting. Items may be interjected at any time during the regular business meeting under Departmental categories.

BOARD MEETING - 6:00 PM

1. CALL TO ORDER
2. CONFLICTS OR CHANGES – ACTION ITEM
3. CONSENT AGENDA – ACTION ITEM
 - a. October 2018 Treasurer's Report
 - b. November 2018 Minutes
4. PUBLIC COMMENTS

This section is reserved for citizens wishing to address the Board regarding a District related issue. Comments are limited to five (5) minutes per person. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing.
5. CURRENT BUSINESS
 - a. Mellick Road Discussion, Brian Crumb
 - b. KN 21991 Prairie and Idaho Int State/Local Agreement – **ACTION ITEM**
 - c. KN 13874, W Riverview (Skalan Creek), Progress Rpt #29 – **ACTION ITEM**
 - d. Year end bonus – **ACTION ITEM**
 - e. Certificate of Deposit Renewals – **ACTION ITEM**
 - f. Barrett Road Agreements – **ACTION ITEM**
 - g. Kootenai County Termination of Roadside Spray Program – **ACTION ITEM**
 - h. KN 19288, Beck Rd, Progress Rpt 11 – **ACTION ITEM**
6. CORRESPONDENCE
 - a. Prairie Chase Roundabout Closeout
7. LEGAL-Reserved
8. ROAD SUPERVISOR
 - a. Roundabout Art – **ACTION ITEM**
 - b. CityLink Bus Stop Shelter, Seltice & Huetter – **ACTION ITEM**
 - c. Updates/concerns
9. ENGINEER
 - a. Updates/concerns
10. OFFICE
 - a. Janitorial Service
11. COMMISSIONERS
12. ADJOURNMENT



POST FALLS HIGHWAY DISTRICT
MEETING AGENDA
5629 E SELTICE WAY
POST FALLS, ID 83854
December 19, 2018

Please note that agenda is subject to change 48-hours prior to meeting. Items may be interjected at any time during the regular business meeting under Departmental categories.

BOARD MEETING - 6:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CONFLICTS OR CHANGES – ACTION ITEM
4. APPROVAL OF AGENDA
5. CONSENT AGENDA – ACTION ITEM
 - a. November 2018 Treasurer's Report
 - b. December 2018 Vouchers
 - c. KN 20402, Int Pleasant View Rd & Prairie Ave, Progress Report #5 to JUB, \$24,058.88
 - d. FY 2017-2018 Financial Statement for Publication
6. PUBLIC COMMENTS

This section is reserved for citizens wishing to address the Board regarding a District related issue. Comments are limited to five (5) minutes per person. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing.
7. OLD BUSINESS
 - a. Roundabout Art – **ACTION ITEM**
 - b. CityLink Bus Stop Shelter, Seltice & Huetter – Matt Gillis, Welch Comer – **ACTION ITEM**
 - c. Certificate of Deposit Investment, Therese Goodwin, ICCU – **ACTION ITEM**
8. CURRENT BUSINESS
 - a. Janitorial Service Decision – **ACTION ITEM**
 - b. Pleasant View & Prairie Open House Comment Letter – **ACTION ITEM**
 - c. Road and Street Report – **ACTION ITEM**
9. CORRESPONDENCE
 - a. Riverview Heights CDS Subdivision
10. LEGAL-Reserved
11. ROAD SUPERVISOR
 - a. Brush Chipper Purchase – **ACTION ITEM**
 - b. Cedar Creek Subdivision, snow storage area – **ACTION ITEM**
 - c. Updates/concerns
12. ENGINEER
 - a. Updates/concerns
13. OFFICE
14. COMMISSIONERS
15. ADJOURNMENT

POST FALLS HIGHWAY DISTRICT
DECEMBER 2018 MINUTES

Regular Meeting – December 5, 2018, 6:00 pm, E. 5629 Seltice Way

Chairman Werner called the meeting to order at 6:00 P.M. Present were Commissioners Terry Werner, Todd Tondee, and Lynn Humphreys; Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson; and Administrative Clerk Korrei Kruger. Guests were Kristin Phillips, Dinah Hambelton, Bud Hambelton, Art Macomber, and Dennis Kein.

CONFLICTS OR CHANGES

No conflicts were stated. An item came in late in the afternoon pertaining to property acquisition for a federally funded project with a timeline for acquisitions to be completed by the end of December, therefore an Executive Session was requested by the Road Supervisor. Commissioner Humphreys **moved** to add an Executive Session to discuss the pending acquisition of property. Commissioner Tondee seconded with an addition that it is meet timely needs of a project. **Motion carried** unanimously. [12/5/2018 Board Mtg]

CONSENT AGENDA

Items on the consent agenda are the October 2018 Treasurer's Report and the November 2018 Minutes. Chairman Werner asked the Clerk to make a couple of corrections which has been completed and before the Board. Commissioner Humphreys **moved** to accept the consent agenda with the corrections made to the minutes as requested. Commissioner Tondee seconded. **Motion carried** unanimously. [12/5/2018 Board Mtg]

PUBLIC COMMENTS

Art Macomber, Macomber Law, was present along with several residents and/or homeowners from Breezy Way in the River Ranchettes subdivision. Mr. Macomber is asking about the Kootenai County park and the 20-foot easement that lies along at the Hambelton's property. The easement was dedicated to the District who entered into a lease with Kootenai County to maintain it along with the park. Cited were issues with parking and noise so Mr. Macomber is gathering facts from the Board and he is reviewing other areas that may serve recreational users with better access than at this location. When asked what are the views and regulations, Chairman Werner told him the previous year when the Board was approached by the residents, one option the Board offered was to mark the road 'No Parking' but would restrict everyone, including the residents who determined they did not want that restriction. Chairman Werner added issues with parking need to be addressed to the sheriff. Mr. Macomber spoke with Dave Fair at the City of Post Falls and will speak with Nick Snyder of Kootenai County Parks and Recreation hoping to develop other property in the area for public use. Kristin Phillips asked if the District owns the 20-foot wide piece stating the county widened the park into that area with Chairman Werner informing her it has been leased to the county and the District worked in cooperation with them to increase parking after the complaints had been received from the residents. Dennis Keim stated the residents did not want more parking, just less traffic adding it isn't just a parking problem but also a traffic problem, fire danger, noise problem and is insensitive to the neighbors for two months of the year. Chairman Werner added the District maintains the road, the fire department has not come to the Board asking to correct any issue; the District has no authority to control the noise and we tried to help with the parking issue. Mr. Keim added that was a great idea, it just attracts more traffic. Ms. Phillips complained about the trees being removed which gave her shade. Mr. Macomber thanked the Board for their patience and help adding it may take all entities to come up with a solution. Bud Hambelton asked to speak adding that 25-30 cars park literally in their front yard and the lot was never was meant to be a parking lot, it is a residential lot. [Note: The 1954 plat states "C. Lot 12 is hereby dedicated to the use of the public forever."] [12/5/2018 Board Mtg]

CURRENT BUSINESS

Mellick Road Discussion, Brian Crumb

Mr. Crumb asked to remove this item.

KN 21991 Prairie and Idaho Int State/Local Agreement

This project is to add a traffic signal to the intersection and a \$2,000 payment is required work. Commissioner Tondee **moved** to approve project identified as KN 21991 and authorize all signatures on the agreement. Commissioner Humphreys seconded. **Motion** carried unanimously. [12/5/2018 Board Mtg]

KN 13874, W Riverview (Skalan Creek), Progress Rpt #29

Commissioner Humphreys **moved** to approve payment on Progress Report #29 for the W. Riverview (Skalan Creek) project in the amount of \$357.41. Commissioner Tondee seconded. **Motion carried** unanimously. [12/5/2018 Board Mtg]

Year End Bonus

The Board discussed passed awards and their desire to have this item put into a policy. Commissioner Tondee **moved** for this year, give a bonus of \$150 to any employee of the District that worked the full year; any employee of the District that works part time or an employee that has been hired full time but has not worked a full year beginning as of January 1 be given one-half of the full bonus; any employee who is on probation or employed with the District through an personnel agency does not get any bonus, and directs staff to bring back a policy for the Board's approval. Commissioner Humphreys seconded. **Motion carried** unanimously. [12/5/2018 Board Mtg]

Certificate of Deposit Renewals

District Clerk Shirley Walson explained the District has five Certificate of Deposits (CDs) at Community First Bank, two term December 7, one terms December 11. Ms. Walson provided information on rates available with the bank's CD rates and the State's LGIP and Diversified Funds (DFB) ranging from 1.2% to 3.4% recommending the District does not deposit to the DFB as funding could be less than deposited based on the market. The two remaining CDs are currently earning 1.49% and term on December 2020. A quick analysis shows that if they were moved to the 29-month CD, the gain would be approximately \$5,800 for the two combined. Also the signature cards need to be updated to include Commissioner Tondee. Discussion followed with Chairman Werner suggesting the three due now be deposited into the LGIP while the Board reviews other options. Commissioner Tondee **moved** to take the three CD's maturing now, Bridge, Riverview #1 and Insurance, moving them to LGIP for no longer than 90 days; the two still invested until 2020, Miscellaneous Roads and Riverview #2, be move to Community First Bank's CD special at 2.50% until April 2021, and also to update the signature cards. Commissioner Humphreys seconded. **Motion carried** unanimously. Commissioner Humphreys confirmed a representative from Idaho Credit Union come before the Board to provide their rates to meet the timeline of the 90 days requested. [12/5/2018 Board Mtg]

Barrett Road Agreements

Two sets of agreements providing permanent exclusive roadway easement to dedicate any slope, public roadway and utility corridor as public right-of-way, one with Jeff and Rae Jean Frank and one with Colleen Crawford and George Crawford. Commissioner Humphreys **moved** the Chairman sign the two agreements presented on Barrett Road. Commissioner Tondee seconded. **Motion carried** unanimously. [12/5/2018 Board Mtg]

Kootenai County Termination of Roadside Spray Program

Chairman Werner stated he sits on the Parks and Waterways Board and have assumed responsibilities of the noxious weed program but have not discussed the weed program to date so he declared no conflict at this time. Road Supervisor Brownsberger reports that Kootenai County Commissioners have directed Parks Director Nick Snyder to inform the Highway Districts the county is discontinuing joint efforts in providing weed control. Chairman Werner explained county costs were approximately \$145,000 per year with only \$12,000 to \$14,000 as actual county costs. Mr. Snyder provided contract and signage information to assist the Districts in individual spray contracts and also explained to the Kootenai County Board of Commissioners

that as this action happened after fiscal year budgets have been accepted and having a weed budget set that they should provide reimbursement to the Districts to help offset costs, receiving a check in the amount of \$8,586. The Association of Kootenai County Highway Districts is discussing entering into a joint agreement so until then, no motion is required. [12/5/2018 Board Mtg]

KN 19288, Beck Rd, Progress Rpt 11

Commissioner Humphreys **moved** to pay Progress Report #11 in the amount of \$984.97 for the Beck Road project. Commissioner Tondee seconded. **Motion carried** unanimously. [12/5/2018 Board Mtg]

Prairie Chase Warranty Deed

Burt Onstott inquired about a parcel he was to receive as part of his settlement with the District. After staff review, the parcel was purchased from Garrett with the intent to deed it to Onstott and that was not completed. Commissioner Humphreys **moved** to authorize the Chairman to sign the Warranty Deed from Post Falls Highway District to Burt and Pamela Onstott, Trustees of the Burt and Pamela Onstott Living Trust. Commissioner Tondee seconded. **Motion carried** unanimously. [12/5/2018 Board Mtg]

CORRESPONDENCE

Prairie Chase Roundabout Closeout – Confirmation was received from LHTAC the closeout form was received and nothing else is needed. So noted. [12/5/2018 Board Mtg]

ROAD SUPERVISOR

Roundabout Art – Mr. Brownsberger asked if the Board wished to add something in the circle of the Prairie/Chase Roundabout and suggested a farm theme. Discussion followed regarding what might be appropriate or just stay with rocks. Also mentioned was something that blocks the view through the roundabout is helpful because it forces the driver to look to the left where they should be looking rather than their site view being distracted by looking through the roundabout. Commissioner Humphreys stated he would discuss with fellow farmers from the prairie and bring it back to the next meeting. [12/5/2018 Board Mtg]

CityLink Bus Stop Shelter, Seltice & Huetter – Discussions during planning of this project did not include adding a bus stop on the north side of Seltice, one was built across the Seltice on the southeast corner. Mr. Brownsberger explained costs of the project and District costs stating we are under budget to date (the project has not yet been closed) and the cost of this would be \$7,500. CityLink has no funds to build the shelter. Location was discussed as well as design with the Board asking for a cut-out in the curb so the bus can get out of the way of traffic. The Board asked the Road Supervisor to contact Matt Gillis of Welch Comer to come to the next business, the Board would like to discuss cost share with him. [12/5/2018 Board Mtg]

W Riverview (Skalan Creek) and Beck Road projects – LHTAC's Dan Coonce needs to increase the administration cost on each project. The District's portion will be an additional \$734 for Skalan Creek and \$1,468 for Beck Road. Mr. Brownsberger told him if that is what's needed to keep the project going, the District could absorb those costs. [12/5/2018 Board Mtg]

Child Pedestrian Safety Program Grant – Eric Olson of Olson Engineering has finished the application. An email had been sent to the Board explaining sidewalks would not be put on Woodland due to an initial error in calculations for funding. The grant allows \$250K per project and Woodland's walkway would have nearly doubled the amount.

Capital For a Day – Registration has opened to apply for a legislative hosted event for highway districts. The dates are February 11-13; Chairman Werner is unavailable but would like one of the Board members or the Road Supervisor to attend. [12/5/2018 Board Mtg]

Spokane Street Bridge – Project Manager Heather Carroll is leaving HDR and Brent Schiller will be taking over as the new project manager. Mr. Schiller was involved in the TS&L and will meet

with the Board to present the cathodic protection once a decision is made on how to address it.
[12/5/2018 Board Mtg]

Lakes Highway District Meeting – Access for the proposed school on Prairie Avenue will be discussed as this meeting on December 6, 2018, 3:00 pm. Mr. Brownsberger reported KCATT discussed this subject at their meeting and formed a committee to build guidelines to assist decision makers for all major collectors and minor arterials. In addition, he informed the Board Ryan Nipp from Parkwood Developers submitted two approach permits for Prairie just east of Huetter for an upcoming development. Mr. Brownsberger is waiting to see what happens with this meeting prior to addressing those two permits. Chairman Werner asked for input for the LHD meeting in the event he is asked for input he wanted to present the Board's view not his alone. Discussion followed reviewing the proposed site plan and availability of access to other roadways. The Board discussed a forced right-in, right-out access and preferred side access to other roadways. *[12/5/2018 Board Mtg]*

Schilling Loop Rebuild – In preparation for next year's project, two letters were mailed to property owners telling them trees would be removed, they can request to keep the wood, and they need to notify the

Quiet Zones – Discussed at the KCATT meeting was the desire of Kootenai County Commissioners to have quiet zones along Union Pacific Railroad crossings. A subcommittee will put together information. Chairman Werner reported costs reflected on UP's web page is between \$180K-\$400 and more per quiet zone. *[12/5/2018 Board Mtg]*

Crew Update – The crew has been cleaning ditches to assist in plowing activities. *[12/5/2018 Board Mtg]*

ENGINEER

The engineer was absent from this meeting; no updates.

OFFICE

Janitorial Service – District Clerk Walson informed the Board janitorial service has been advertised due to the December 31 retirement of the current janitor; it will be reviewed at the next meeting. *[12/5/2018 Board Mtg]*

Employees Manual Update – Ms. Walson reminded the Board the employee's manual will be up for review next month if they have any proposed changes and the bonus pay can be added at that time. *[12/5/2018 Board Mtg]*

COMMISSIONERS

Commissioner Humphreys mentioned the Hauser Santa breakfast is this Sunday benefiting an 8-year old boy who has cancer. *[12/5/2018 Board Mtg]*

Chairman Werner asked beginning next meeting, to add the Pledge of Allegiance to the agenda. He also asked to move payments on the federally funded jobs be moved to the Consent Agenda. *[12/5/2018 Board Mtg]*

EXECUTIVE SESSION

Commissioner Humphreys moved to enter into Executive Session at 8:07 pm pursuant to the provisions of Idaho Code 74-206, Subsection 1(c). The purpose of the executive session is to discuss the acquisition of real property and asked for a roll call vote. Chairman Werner seconded with a request for a roll call vote. Commissioner Humphreys: aye; Chairman Werner: aye; Commissioner Tondee: aye.

The Regular Meeting reconvened at 8:15 pm. With no further business, Commissioner Werner adjourned the meeting.

Regular Meeting – December 19, 2018, 6:00 pm, E. 5629 Seltice Way

Chairman Werner called the meeting to order at 6:00 P.M. Present were Commissioners Terry Werner, Todd Tondee, and Lynn Humphreys; Road Supervisor Kelly Brownsberger, District Clerk Shirley Walson; Clerk Assistant Korrei Kruger, and District Engineer Darius Ruen. Guests were Matt Gillis of Welch Comer, Therese Goodwin of Idaho Central Credit Union, and Angie Comstock of JUB.

The Pledge of Allegiance was led by the Chairman.

CONFLICTS OR CHANGES

No conflicts were declared. No requests for changes to the agenda were made.

APPROVAL OF AGENDA

Commissioner Humphreys **moved** to approve the agenda as presented. Commissioner Tondee seconded. **Motion carried** unanimously. *[12/19/18 Board Mtg]*

CONSENT AGENDA

Items on the Consent Agenda are the November 2018 Treasurer's Report, the December 2018 Vouchers, Progress Report #5 for KN 20402, Intersection of Pleasant View Rd & Prairie Avenue to JUB, in the amount of \$24,058.88, and the FY 2017-2018 Financial Statement for Publication. Commissioner Humphreys **moved** to approve the consent agenda as presented. Commissioner Tondee seconded. **Motion carried** unanimously. *[12/19/18 Board Mtg]*

PUBLIC COMMENTS

There were no requests for public comment.

OLD BUSINESS

Roundabout Art

Commissioner Humphreys asked to have more time to secure more information. *[12/19/18 Board Mtg]*

CityLink Bus Stop Shelter, Seltice & Huetter

What began with an inquiry to Jody Bieze, Transit Administrator for Kootenai County Transit, as to why the bus stop at Huetter and Seltice is not ADA compliant, Matt Gillis of Welch Comer was present to answer the Board's questions as to why the bus shelter on the northeast corner of Seltice and Huetter was omitted from the project originally and why the proposal to add one now does not have a turnout like to match the others in the project. Mr. Gillis spoke of reviewing emails, his conversations with Kootenai County Transit who was active in working with Welch Comer for transit placement during the design phase. Mr. Gillis continued that he recalls at first, KCT had not asked for one at Huetter, then planned for one on the southeast corner adding that may or may not make sense to the Kootenai County Transit but he doesn't believe the north side stop was left out either intentionally or unintentionally. The desire of the Board to have the bus stop on the north side and is built to the same standards as the others in the project was further discussed including cost, funding, and location with the Board asking Mr. Gillis to come back to the January 16, 2019 meeting more detailed information. *[12/19/18 Board Mtg]*

Certificate of Deposit Investment

Therese Goodwin of Idaho Central Credit Union was asked to present CD rates to the Board. Discussion included terms, a one-time withdrawal waiver, insured amounts, rates and rate increases. With rates likely to change after the first of the year, the Board's desire is to wait until mid-January to reinvest the funds. Ms. Goodwin stated if the rate at that time is lower, they will give the same interest as quoted tonight. This item will be on the January 16 agenda. *[12/19/18 Board Mtg]*

CURRENT BUSINESS

Janitorial Service Decision

District Clerk Shirley Walson stated two applications were received by the deadline. One contractor and one individual submitted proposals; the contractor was nearly half the cost of the individual and uses their own products and equipment; they clean many like-businesses and had exceptional references when contacted. Commissioner Tondee **moved** to enter into a month to month award to Above and Beyond Janitorial Inc. at the cost quoted in the proposal. Commissioner Humphreys seconded. **Motion carried** unanimously. [12/19/18 Board Mtg]

Pleasant View & Prairie Open House Comment Letter

Angie Comstock of JUB Engineers had presented the District with response letters to comments generated from the October 24, 2018 open house. Once these have been signed and sent, JUB will include them in the environmental evaluations. Union Pacific Railroad has responded stating they are comfortable with the layout and have no glaring concerns in the proposal. Design is 'full steam ahead'. Commissioner Tondee asked Ms. Comstock about the tractor trailers lengths being told 80-foot trucks fit, they will go up on the apron and that if the travel way is wider, the design defeats the safety of the roundabout because vehicles will cut across with discussion following. Commissioner Humphreys **moved** to approve the response letters as presented and to mail them out. Commissioner Tondee seconded. **Motion carried** unanimously. [12/19/18 Board Mtg]

Road and Street Financial Report-FY 2017 2018

District Clerk Walson explained this year's report is comparable to last years, there are no surprises. The HB312 funds came in at \$599,124 with the Huetter Overlay, chips seals on several roads and railroad crossing grades reported under those funds. The future project listing is very much the same as prior years with just a couple of projects that have dropped off due to completion and the report shows a zero balance. Commissioner Tondee **moved** for the Chairman to sign the Road and Street Report. Commissioner Humphreys seconded. **Motion carried** unanimously. [12/19/18 Board Mtg]

CORRESPONDENCE

Riverview Heights CDS Subdivision – The response letter sent to the county was reviewed. So noted. [12/19/18 Board Mtg]

ROAD SUPERVISOR

Brush Chipper Purchase – The Road Supervisor sent information to Board for a brush chipper, a planned purchase in the current budget from a Morbark dealer through Sourcewell, a government agency who does purchasing for other government agencies. Mr. Brownsberger spoke with another road supervisor who checked with legal and it meets all requirements; if we did not use this, we would have to get quotes. It will be purchased through a local business. Commissioner Humphreys **moved** to allow the Road Supervisor to proceed with the purchase of a brush chipper from Morbark through Sourcewell. Commissioner Tondee seconded. **Motion carried** unanimously. [12/19/18 Board Mtg]

Cedar Creek Subdivision, snow storage area – The road in this subdivision is a private road built to District standards. The developer's engineer is asking the District to break from the standards manual and move the snow storage area. After some discussion, Mr. Brownsberger stated he saw no issues. Commissioner Humphreys **moved** to allow the snow storage area for the Cedar Creek Subdivision to be altered from District standards and move it to another location within the cul-de-sac. Commissioner Tondee seconded. **Motion carried** unanimously. [12/19/18 Board Mtg]

Capitol For A Day – Mr. Brownsberger asked Commissioner Tondee if he will be able to attend this event with Commissioner Tondee stating his calendar will allow him to attend. Staff will make arrangements. [12/19/18 Board Mtg]

Prairie/Huetter Encroachment Permit – Ryan Nipp of Parkwood Properties, after speaking with the Board in an earlier meeting, submitted a permit for two approaches on the north side of Prairie just east of Huetter. The letter is asking for a trip generation letter, a precursor to a traffic impact study. [12/19/18 Board Mtg]

Rehearing Request, Viewer's Report 299 – Brian Crumb submitted a request for a rehearing with the Board and has met the 28 day time frame to do so. This will be on the January 16 agenda to schedule the rehearing; also attorney Susan Weeks will meet with the Board to discuss the procedure. (Commissioner Humphreys later asked for the January 16 date since he will not be available January 2.) *[12/19/18 Board Mtg]*

Prairie and Idaho Intersection Improvement – LHTAC contact Mr. Brownsberger asking that the District begin the consultant selection started picking three engineering firms, Ruen Yeager, Keller and Precision Engineering as they had showed interest. *[12/19/18 Board Mtg]*

W Riverview (Skalan Creek) Right-of-Way Contract – Mr. Brownsberger reported Ron Harvey brought in the signed Right-of-Way Contract for Mr. and Mrs. Michael Powers. The cost was in agreement with the Board's discussions. It will be on the following agenda for approval. *[12/19/18 Board Mtg]*

Huetter Road Acquisition – Roy Armstrong contacted the Road Supervisor and asked where the easements were to be located so Mr. Brownsberger asked RYA restake them. Mr. Armstrong has been unavailable since. *[12/19/18 Board Mtg]*

Retirement Announcement – Road Supervisor informed the Board he will be retiring on or about January 2020. Long pause. *[12/19/18 Board Mtg]*

ENGINEER

Prairie and Greensferry Signal Project – Acquisition packages are being finalized and the signal plans have come in from the subcontractor and they will be reviewed next week. *[12/19/18 Board Mtg]*

Hayden and Meyer Project – RYA Staff will have a resolution at the next meeting so the application can be submitted January 3. *[12/19/18 Board Mtg]*

Huetter Overlay – Chairman Werner asked about the final payment to Poe Asphalt with Mr. Ruen answering Mr. Poe has been told he is welcome to come to the Board to discuss the final amount. Mr. Brownsberger offered to contact Mr. Poe. *[12/19/18 Board Mtg]*

OFFICE

District Clerk Walson asked to have a workshop to discuss funding balances that the Board may also want to invest in Cd's. Mr. Brownsberger stated he would also like to bring in the Capital Improvement Plan to review for an update with the Board. *[12/19/18 Board Mtg]*

COMMISSIONERS

Commissioner Humphreys will not be present at the January 2nd meeting and asked to schedule the rehearing for VR #299 on the second meeting. Mr. Brownsberger will check with the attorney to ensure she can attend January 16. *[12/19/18 Board Mtg]*

Chairman Werner thanked Korrei Kruger for the great job she did with the entertainment for the recent dinner. *[12/19/18 Board Mtg]*

Will no further business, Chairman Werner adjourned the meeting at 7:29 pm.

DECEMBER Vouchers:

	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Dec 1 - 28, 18	40381	BRIAN D CRUMB	2,051.49
	40382	CHARLES D YERIAN	1,931.48

40383	DANIEL G PETERSON	1,483.94
40384	EDWARD F. MAEL	1,771.30
40385	ERIC PRESTEGAARD	1,471.47
40386	GLENDA N. JOHNSON	505.16
40387	JAMES B WINES	1,986.93
40388	KELVIN D BROWNSBERGER	1,887.42
40389	KORREI M KRUGER	1,368.44
40390	LARRY P HOWELL, JR	1,346.34
40391	LESLIE R LIKES	1,805.06
40392	LINDA STINEBAUGH	437.34
40393	LYNN HUMPHREYS	553.92
40394	MARK F ROBERTS	1,640.06
40395	MARY L. SPRAY	1,684.91
40396	MICHAEL J KETCHUM	1,681.69
40397	RANDY L NEAL	1,840.45
40398	RONALD G HAUCK	1,857.30
40399	SHIRLEY J. WALSON	1,633.23
40400	TERRY WERNER	689.80
40401	TRAVIS A HALL	1,711.34
40402	TRAVIS S MITLEY	1,665.67
40403	WILLIAM T TONDEE	559.49
40404	AFLAC	149.80
40405	NYL INS.	20.00
40406	CREDIT UNION	1,273.94
40407	DELTA DENTAL	1,483.54
40408	NCPERS	320.00
40409	VSP dba VISION SERVICE PLAN	237.19
40410	A-L COMPRESSED GASES	356.22
40411	ACE HARDWARE	89.37
40412	CITY OF POST FALLS.	203.98
40413	FASTENAL	136.19
40414	FRONTIER	257.63
40415	GORDON TRUCK CENTERS, INC	6,313.65
40416	H & H BUSINESS SYSTEMS INC	48.33
40417	H & H EXPRESS	14.69
40418	INTEGRATED PERSONNEL, INC	5,047.75
40419	J THAYER COMPANY	106.27
40420	JAMES, VERNON & WEEKS, P.A.	2,493.75
40421	KOOTENAI COUNTY SOLID WASTE	166.81
40422	KOOTENAI COUNTY TAX COLLECTOR	146.12
40423	LHTAC	240.00
40424	MARY RICHTER, CPA	1,401.25
40425	RAH-CONSULTING LLC	1,000.00

40426	REBUILDING	2,882.00
40427	SHENANGO SCREENPRINTING	239.40
40428	SPENCER FLUID POWER	519.65
40429	SPOKANE PUMP	228.33
40430	TITAN TRUCK EQUIPMENT	51.18
40431	UNITED ELECTRIC	90.00
40432	USPO	268.40
40433	VERIZON WIRELESS	115.56
40434	NORCO	241.65
40435	WELCH COMER & ASSOCIATES	357.41
40436	RUEN-YEAGER & ASSOC, INC	984.97
40437	CHARLES D YERIAN	150.00
40438	EDWARD F. MAEL	150.00
40439	ERIC PRESTEGAARD	150.00
40440	GLENDA N. JOHNSON	75.00
40441	JAMES B WINES	150.00
40442	KELVIN D BROWNSBERGER	150.00
40443	KORREI M KRUGER	75.00
40444	LARRY P HOWELL, JR	150.00
40445	LESLIE R LIKES	150.00
40446	LINDA STINEBAUGH	75.00
40447	MARK F ROBERTS	150.00
40448	MARY L. SPRAY	150.00
40449	MICHAEL J KETCHUM	75.00
40450	RANDY L NEAL	150.00
40451	RONALD G HAUCK	150.00
40452	SHIRLEY J. WALSON	150.00
40453	TRAVIS A HALL	150.00
40454	TRAVIS S MITLEY	150.00
40455	ITD-BOISE	2,000.00
40456	A-L COMPRESSED GASES	96.50
40457	A-V SUPPLY	69.65
40458	ADVANCED COMPRESSOR & HOSE, INC.	1,105.16
40459	AG ENTERPRISE SUPPLY	485.24
40460	ALSCO	526.67
40461	AUTONATION INC	93.20
40462	BISCO	1,564.66
40463	CDA METALS	263.25
40464	CDA PRESS	173.00
40465	COLEMAN OIL COMPANY	1,719.32
40466	CULLIGAN	17.85
40467	FASTENAL	217.85
40468	FEDERATED AUTO PARTS	54.11

40469	GRANNIS	8,735.17
40470	INTEGRATED PERSONNEL, INC	2,952.60
40471	INTERSTATE CONCRETE	3,350.60
40472	LES SCHWAB	4,623.42
40473	NAPA	1,183.99
40474	OREILLY FIRST CALL	41.99
40475	PEAK HEALTH & WELLNESS	143.10
40476	PTO SPECIALTIES	184.91
40477	RACOM CRITICAL COMMUNICATIONS	283.79
40478	ROMAINE ELECTRIC	436.67
40479	RUEN-YEAGER & ASSOC, INC	9,335.79
40480	SIX ROBBLEES	564.92
40481	SPECTRUM BUSINESS	119.99
40482	SPRAY CENTER	2,019.38
40483	THE SEAT COVER FACTORY	370.00
40484	TITAN TRUCK EQUIPMENT	56.01
40485	TPI EMBROIDERY	14.72
40486	WESTERN STATES EQUIPMENT	8,180.73
40487	WTB - CREDIT CARD DIV.	953.76
40488	CDA GARBAGE	75.00
40489	CDA PAVING	1,175.62
40490	AVISTA UTILITIES - WWP	2,467.25
40491	KEC	619.97
40492	REGENCE BLUE SHIELD	19,073.21
40493	HRA VEBA TRUST	2,640.00
40494	DAVE YERIAN	135.00
40495	KELLY BROWNSBERGER	135.00
40496	BRIAN D CRUMB	1,802.65
40497	CHARLES D YERIAN	1,804.54
40498	DANIEL G PETERSON	1,424.41
40499	EDWARD F. MAEL	1,593.27
40500	ERIC PRESTEGAARD	1,310.00
40501	GLENDA N. JOHNSON	384.12
40502	JAMES B WINES	1,795.58
40503	KELVIN D BROWNSBERGER	1,896.72
40504	KORREI M KRUGER	1,251.92
40505	LARRY P HOWELL, JR	1,351.22
40506	LESLIE R LIKES	1,884.61
40507	LINDA STINEBAUGH	245.58
40508	MARK F ROBERTS	1,681.63
40509	MARY L. SPRAY	1,550.46
40510	MICHAEL J KETCHUM	1,500.50
40511	RANDY L NEAL	1,800.36

40512	RONALD G HAUCK	1,576.27
40513	SHIRLEY J. WALSON	1,633.23
40514	TRAVIS A HALL	1,716.24
40515	TRAVIS S MITLEY	1,345.68
40516	STATE TAX COMMISSION	2,464.00
40517	CREDIT UNION	1,273.94
40518	VOID	0.00
40519	CDA INN	1,597.00
40520	JUB	24,058.88
ACH	PUBLIC EMPLOYEES RETIREMENT SYSTEM	9,479.16
ACH	WASHINGTON TRUST BANK	11,048.88
ACH	WASHINGTON TRUST BANK	429.58
ACH	PUBLIC EMPLOYEES RETIREMENT SYSTEM	476.64
ACH	WASHINGTON TRUST BANK	9,762.68
ACH	PUBLIC EMPLOYEES RETIREMENT SYSTEM	8,682.85
	Transfer to Insurance LGIP	1,035.56
	Transfer to Insurance LGIP	124,158.29
	Transfer to Bridge LGIP	114,260.79
	Transfer to E Riverview LGIP	185,511.14
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		665,496.69
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Dec 1 - 28,
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ORIGINAL SIGNED AND DATED 1/2/2019

Submitted by:
Shirley Walson, District Clerk