

POST FALLS HIGHWAY DISTRICT  
JUNE 2022 MINUTES

Regular Meeting – June 1, 2022, 6:00 P.M., 5629 E. Seltice Way, Post Falls, ID 83854

Chairman Tyler called the meeting to order at 6:00 P.M. Present were Commissioners Jeff Tyler, Lynn Humphreys, and David Russell; Director Michael Lenz, District Clerk Beth Rheinschmidt, Administrative Assistant I Jonie Anderson, Ruen Yeager Engineer Laura Winter, JUB Engineer Kevin Smith and Gordon Dobler from Dobler Engineering. Commissioner Humphreys led in the pledge of Allegiance.

CONFLICTS OR CHANGES

No conflicts or Changes to the Agenda.

APPROVAL OF AGENDA

Commissioner Humphreys **moved** to approve the agenda as presented. Commissioner Russell seconded. **Motion carried.** [6/1/2022 Board Mtg]

CONSENT AGENDA

May 2022 Meeting Minutes, Vouchers to Date. Chairman Tyler had a change to the meeting minutes page 3 Veba discussion. Currently states, "Director Lenz is proposing an increase to Veba of \$500.00 per month. This should state the increase is \$350.00 a month. Commissioner Humphreys **moved** to accept the Consent Agenda with the corrections to the May Minutes as indicated by Chairman Tyler. Commissioner Russell seconded. **Motion carried.** [6/1/2022 Board Mtg]

PUBLIC COMMENTS

No Public Comments

OLD BUSINESS

Greensferry Boat Launch No Parking Ordinance – Chairman Tyler spoke about the discussion last meeting ending in a dead lock. Commissioner Russell explained he was the tie breaker and wanted to take some time to review the situation before making a vote. Commissioner Russell agrees with Chairman Tyler and believes the District should post the no parking signs on the south side only of Riverview Drive. Commissioner Humphreys explained the District will now need to set a Public Hearing to move forward. Commissioner Russell **moved** to set a Public Hearing on July 20, 2022 for the purpose of passing an ordinance prohibiting parking on the south side of Riverview between W. Snowshoe Road and S. Greensferry Road. Commissioner Humphreys seconded the motion. **Motion carried** [6/1/2022 Board Mtg]

CURRENT BUSINESS

Mike White Ford Crew Pickup Contract – Director Lenz informed the Board on the type, make and model of the pickup. The District had a budget of \$50,000 for a new crew pickup. The cost of this pickup is \$47,420.99. This will replace another crew pickup. Commissioner Humphreys **moved** to accept the contract from Mike White Ford in the amount of \$47,420.99 and to move forward with the purchase of the pickup. Commissioner Russell seconded. **Motion carried.** [6/1/2022 Board Mtg]

Employee Benefit Discussion – Veba – The District had a workshop on May 18, 2022 discussing the increase to Veba. Director Lenz informed the Board of a request from an insurance agent Chairman Tyler knows, to get some information regarding giving us some prices on insurance. Unfortunately, we had to inform the agent it has to be a Board action for the District to go shopping for other insurances. Commissioner Humphreys commented the Board has to direct the staff to do all the leg work. The Commissioners can't be contacting agents they personally know. Chairman Tyler is concerned about the cost of insurance to cover our employees' families.

Director Lenz addressed the Board asking if they thought about the Veba increase discussed at the workshop. Commissioner Russell had a concern of the overall payroll cost. Increasing the Veba to \$500.00 per month will increase the overall payroll cost by less than 5%. Given our current situation with hiring, he supports this. Commissioner Russell **moved** to increase the Veba from \$150.00 per month to \$500.00 per month effective July 1, 2022. Commissioner Humphreys seconded. **Motion Carried.** [6/1/2022 Board Mtg.]

Request to set a Public Hearing for Park Street Abandonment – Gordon Dobler presented to the Board the petition to vacate a portion of Park Street. The requested portion of Park Street is the only portion that hasn't been vacated, that being said, there is no way that Park Street can become a through street. Mr. Dobler is representing Symons Family LLC and they are the ones that would like it vacated and understand the financial requirements and everything that goes with it. Mr. Dobler states the research shows there are no utilities that go with this portion of Park Street. The request is driven by the fact that the land is of no use to the District since it cannot connect to anything. Commissioner Humphreys **moved** to set a public hearing for Park Street abandonment for July 20, 2022. Commissioner Russell seconded the motion. **Motion carried.** [6/1/2022 Board Mtg.]

Property Use Agreement – Dodge Legacy LLC – Director Lenz explained this is for the Upriver Drive realignment near Jacob's Loop. Laura Winters drew up the agreement for the District. Commissioner Humphreys **moved** to authorize Chairman Tyler's signature on the agreement between Dodge Legacy LLC and the Highway District. Commissioner Russell seconded. **Motion carried.** [6/1/2022 Board Mtg.]

Property Use Agreement – Rasmussen Inc - Director Lenz explained this is for the Upriver Drive realignment near Jacob's Loop. Laura Winters drew up the agreement for the District. Commissioner Humphreys **moved** to authorize Chairman Tyler's signature on the agreement. Commissioner Russell seconded. **Motion carried.** [6/1/2022 Board Mtg.]

#### CORRESPONDENCE

No Correspondence

#### LEGAL

No Legal

#### ENGINEERING

Laura Winters from Ruen Yeager doesn't have any updates since the last meeting. Kevin Smith from JUB gave an update on the GIS project.

#### DIRECTOR

##### Project Update Sheet

Not a lot has changed. The Bus Shelter Project is moving along. Prairie/Idaho roundabout project is wrapping up.

##### District updates

Crew has been paving on Riverview Drive, Cul-de-sac at Bella Ridge is paved, stateline cul-de-sac needs paved to get ready for the chip seal, starting on Riverview at Jacob's Loop next week, Director Lenz went through the schedule for this project. Goal is to try and have Riverview Drive opened back up by July 4, 2022. Director Lenz explained the cost of this project and how great the numbers are for the District. Fence repair bid for the damaged yard fence came in at 5,600.00, ICRMP paid us out for that and the repair to the damage yard fence is scheduled.

#### OFFICE

District Clerk Beth Rheinschmidt spoke about the issue with the IRS form 941 from September 2020 The District received an invoice then received a notice stating the account is being credited. Multiple long phone calls have been made to the IRS trying to find a resolution. Commissioner

Humphreys pointed out the legal has been involved with this in the past and asked if this has been brought to her attention again. It's recommended that it's brought to her attention. Office staff is working with JUB on the GIS, files been scanned, and reports being pulled out of iWORQ to send over for JUB to start creating the GIS Map. The copier in the office is needing replaced. They no longer make parts for our copier anymore and it's starting to need them. Working with H&H on getting a quote for a new copier.

#### COMMISSIONERS

Commissioner Russell was thinking about the discussion of moving the District Office to Pleasantview Rd and went to look at the property. He believes the relocating of the office to that parcel isn't a good move for the future of the District. Chairman Tyler piggybacked off Commissioner Russell and stated the reason he brought it up was just for information purposes to see where at and to see if we could accommodate some of our neighbors here that were thinking of expanding and don't have anywhere to expand too. Chairman was just wanting to see what the numbers would be and just because we are discussing it doesn't mean we are going to make the move. He would always defer to the Director what he thinks is the best thing for our crew and our service to the community. Chairman Tyler appreciates Commissioner Russell's thoughts and the District has a fiduciary duty to our taxpayers and that thought is always on his mind as well. Commissioner Russell thinks we should have the property available over the long term because there will be a time when the District needs to think about what the District needs to do with these things and it's good to have a philosophy of what you state of what we think about these assets in one of the hottest real estate markets in the country. Commissioner Russell wanted to express his take on this topic and he believes taxpayers will agree with him on that. Commissioner Humphreys agreed with Commissioner Russell wholeheartedly, they aren't making land anymore so it's only going to do one thing and that goes up in value. It's tempting to think about moving the operation but a lot of good points were made by Commissioner Russell as to the value of the other land. The District is representing a lot of people so thought needs to be made inside and outside the box.

#### EXECUTIVE SESSION

Commissioner Russell **moved** to enter into Executive Session at 7:00 pm pursuant to the provisions of Idaho Code 74-206, Subsection 1 (b), and (f), an executive session is being requested for the purpose to consider personnel topic; and to communicate with legal counsel for the public agency to discuss the legal ramifications for pending litigation. Commissioner Russell seconded and called for a roll call vote. Roll call vote: Commissioner Humphreys: aye; Chairman Tyler: aye; Commissioner Russell: aye. **Motion carried.**

#### EXECUTIVE SESSION MOTIONS

Commissioner Humphreys **moved** to exit Executive Session at 7:37 P.M, and Commissioner Russell seconded. **Motion carried.**

#### ADJOURNMENT

With no further business, the meeting was adjourned at 7:37 P.M.

Regular Meeting – June 15, 2022, 6:00 pm, E. 5629 Seltice Way CANCELED

JUNE VOUCHERS:

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22

<b>Num</b>	<b>Name</b>	<b>Amount</b>
45766	ACE HARDWARE	\$ 4.36
45767	ADVANCED COMPRESSOR & HOSE, INC.	\$ 171.45
45768	ALSCO	\$ 572.77
45769	ARROW CONSTRUCTION SUPPLY	\$ 130.56
45770	CO-OP CENEX	\$ 68.43
45771	COUNTRY CLEANERS	\$ 285.00
45772	CULLIGAN	\$ 13.90
45773	DELTA DENTAL	\$ 1,469.31
45774	GENE'S ALIGNMENTS	\$ 285.00
45775	GORDON TRUCK CENTERS, INC	\$ 673.12
45776	GRAINGER	\$ 86.43
45777	IDAHO ASPHALT	\$ 1,982.17
45778	IDAHO FENCE	\$ 12.22
45779	INTERSTATE CONCRETE	\$ 62,422.08
45780	JASON COFFMAN	\$ 116.75
45781	JMT PETROLEUM	\$ 10,059.12
45782	KENWORTH SALES - SPOKANE	\$ 864.73
45783	KOOTENAI COUNTY SOLID WASTE	\$ 130.00
45784	MOTION AUTO SUPPLY	\$ 304.17
45785	NAPA	\$ 1,151.05
45786	NCPERS	\$ 336.00
45787	NORTHWEST TRAFFIC CONTROL LLC	\$ 1,476.20
45788	PACWEST MACHINERY LLC	\$ 454.47
45789	PLATT ELECTRIC SUPPLY	\$ 105.40
45790	RWC GROUP	\$ 496.49
45791	SCOTTY'S BACKFLOW LLC	\$ 150.00
45792	SIX ROBBLEES	\$ 1,774.87
45793	SONSRAY MACHINERY	\$ 1,994.81
45794	SPECTRUM BUSINESS	\$ 139.99
45795	SPOKANE HOUSE OF HOSE	\$ 78.16
45796	TECHNICHEM	\$ 703.79
45797	TNT TRUCK PARTS - SPOKANE	\$ 235.50
45798	VERIZON WIRELESS	\$ 457.34
45799	VSP dba VISION SERVICE PLAN	\$ 272.03
45800	WELCH COMER & ASSOCIATES	\$ 1,060.00
45801	WESTERN STATES EQUIPMENT - CAT	\$ 1,002.56
45802	WILLIAMSEN-GODWIN TRUCK BODY	\$ 405.84
45803	WINTER EQUIPMENT CO.	\$ 799.77
45804	ZIPLY FIBER	\$ 270.39
45805	COLEMAN OIL COMPANY	\$ 2,008.95

45806	RUSH DELIVERY	\$ 26.56
45807	BETH L RHEINSCHMIDT	\$ 2,156.46
45808	BRIAN D CRUMB	\$ 2,141.39
45809	DARREL L HUMPHREYS	\$ 640.04
45810	DARREL STEVENS	\$ 2,155.44
45811	DAVID RUSSELL	\$ 501.52
45812	EDWARD F. MAEL	\$ 2,074.35
45813	ERIC PRESTEGAARD	\$ 2,045.45
45814	JAMES B WINES	\$ 2,150.29
45815	JASON B COFFMAN	\$ 2,312.46
45816	JEFFREY TYLER	\$ 677.04
45817	JONIE ANDERSON	\$ 1,375.06
45818	LARRY P HOWELL, JR	\$ 1,459.18
45819	LESLIE R LIKES	\$ 2,183.18
45820	MICHAEL C LENZ	\$ 2,789.78
45821	MICHAEL J KETCHUM	\$ 2,077.44
45822	RANDY L NEAL	\$ 2,125.91
45823	SHANNON M SCHRANCK	\$ 1,554.37
45824	TAYLOR WOOD	\$ 2,054.34
45825	TRAVIS A HALL	\$ 2,195.07
45826	TRAVIS S MITLEY	\$ 1,803.95
45827	TUEKOTA TATE-VANDEVER	\$ 2,200.24
45828	NEW YORK LIFE	\$ 20.00
45829	CREDIT UNION	\$ 725.00
45830	ABOVE AND BEYOND JANITORIAL INC	\$ 500.00
45831	WESTERN CONSTRUCTION OF LEWISTON, INC. PREMIERE GARAGE CONDOS/BIG HORN IND	\$ 31,173.69
45832	PARK	\$ 2,102.07
45833	INDO ACRES	\$ 207.30
45834	ACCUCON INC	\$ 548.00
45835	AMERICAN MOBILE DRUG TESTING	\$ 245.00
45836	AMERICAN ON-SITE SERVICES	\$ 323.30
45837	BETH RHEINSCHMIDT	\$ 879.32
45838	BISCO	\$ 458.88
45839	BROADWAY INDUSTRIAL SUPPLY LLC	\$ 311.20
45840	CDA GARBAGE	\$ 161.75
45841	CITY OF POST FALLS.	\$ 259.58
45842	DOBBS PETERBILT - SPOKANE WA	\$ 305.84
45843	EVERGREEN ELECTRIC	\$ 16,184.50
45844	H & H INC DOCUMENT MANAGEMENT SOLUTIONS	\$ 204.40
45845	HRA VEBA TRUST	\$ 10,500.00
45846	INTERMOUNTAIN SIGN & SAFETY	\$ 513.80
45847	VOID - PRINTING ERROR - CK # ISSUED 45859	\$ -

45848	JUB	\$ 1,389.80
45849	LACAL EQUIPMENT INC	\$ 215.67
45850	MIKE WHITE FORD OF CDA	\$ 228.57
45851	MODERN MACHINERY	\$ 140.92
45852	NORTHWEST TRAFFIC CONTROL LLC	\$ 2,323.20
45853	OXARC	\$ 159.42
45854	PACWEST MACHINERY LLC	\$ 91.89
45855	POST FALLS CHAMBER	\$ 300.00
45856	RODDA PAINT	\$ 24,507.36
45857	RUEN-YEAGER & ASSOC, INC	\$ 12,844.76
45858	ULTRA-LAWN	\$ 262.60
45859	INTERSTATE CONCRETE	\$ 56,863.62
45860	WTB - CREDIT CARD DIV.	\$ 488.20
45861	OWLS REST	\$ 350.00
45862	REGENCE BLUE SHIELD	\$ 17,735.68
45863	ESRI, INC.	\$ 400.00
45864	JONIE L ANDERSON	\$ 12.48
45865	SCOTTY'S BACKFLOW LLC	\$ 135.06
45866	BETH L RHEINSCHMIDT	\$ 1,937.12
45867	BRIAN D CRUMB	\$ 1,856.51
45868	DARREL STEVENS	\$ 2,243.84
45869	EDWARD F. MAEL	\$ 1,869.33
45870	ERIC PRESTEGAARD	\$ 1,868.43
45871	JAMES B WINES	\$ 2,021.12
45872	JASON B COFFMAN	\$ 2,106.42
45873	JONIE ANDERSON	\$ 1,238.70
45874	LARRY P HOWELL, JR	\$ 1,282.16
45875	LESLIE R LIKES	\$ 2,005.17
45876	MICHAEL C LENZ	\$ 2,908.09
45877	MICHAEL J KETCHUM	\$ 1,899.44
45878	RANDY L NEAL	\$ 1,903.46
45879	SHANNON M SCHRANCK	\$ 1,398.44
45880	TAYLOR WOOD	\$ 1,877.33
45881	TRAVIS A HALL	\$ 1,991.04
45882	TRAVIS S MITLEY	\$ 1,582.65
45883	TUEKOTA TATE-VANDEVER	\$ 1,935.42
45884	AFLAC	\$ 305.52
45885	CREDIT UNION	\$ 725.00
45886	AVISTA UTILITIES - WWP	\$ 3,010.61
45887	KEC	\$ 718.73
45888	SHANNON SCHRANCK	\$ 41.11
ACH	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$ 12,492.03
ACH	WASHINGTON TRUST BANK	\$ 13,599.84

	ACH	UNITED STATES TREASURY	\$ 30.81
	ACH	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$ 11,438.71
	ACH	WASHINGTON TRUST BANK	\$ 11,793.66
	ACH	STATE TAX COMMISSION	\$ 3,694.00
	TRNS	Transfer to Insurance Account	<u>\$ 1,817.77</u>
<b>Jun</b>			
<b>22</b>			<u><b>\$ 411,390.02</b></u>

APPROVED \_\_\_\_\_

ATTEST \_\_\_\_\_

DATE \_\_\_\_\_

Submitted by:  
Beth Rheinschmidt, District Clerk