

POST FALLS HIGHWAY DISTRICT

JULY 2023 MINUTES

Regular Board Meeting – July 5, 2023, 6:00 P.M., 5629 E. Selfice Way, Post Falls, ID 83854

- 1) Chairman Tyler called the meeting to order at 6:01 P.M.

Present were:

Commissioners: Jeff Tyler, Glen Heape (sworn in at meeting), David Russell
Director of Highways Michael Lenz, District Clerk Elaine Fox, Deputy Clerk Helen Furbee

Guests in attendance were:

Laura Winter, Ruen-Yeager & Associates (RYA)
Kevin Smith, J-U-B Engineers (JUB)
Chris Nordstrom, Post Falls, Idaho
Bill Brizek, Hayden, Idaho
Charles Coats Post Falls, Idaho
Nina Beesley, Rathdrum, Idaho
Jeremy (rest of name illegible) Coeur d'Alene, Idaho

Online via Microsoft Teams:

Susan Weeks, Attorney, James, Vernon & Weeks PA
Joni Anderson, Administrative Assistant
Sandy White
Anonymous participant for first half of the meeting

- 2) PLEDGE OF ALLEGIANCE Chairman Tyler led in the Pledge of Allegiance.

- 3) CONFLICTS OR CHANGES Commissioner Russell **moved** to move items 8a, 8b and 8c to above the consent agenda. Seconded by Chairman Tyler. **Motion carried.** [07/05/2023 Board Mtg]

- 4) APPROVAL OF AGENDA Chairman Tyler stated that the previous motion covered the approval of the agenda.

- 8) CURRENT BUSINESS: (items 8a, 8b & 8c only moved up in the agenda)

a. County Canvassing of the Ballots: Chairman Tyler stated that after the May election a new Commissioner, Glen Heape, was elected effective the first July meeting. Per Director Lenz' suggested, he stated that Jennifer Locke with the county elections office canvassed the ballots of the election which was 6,826 votes for Glen Heape and 5,786 for Lynn Humphreys. Commissioner Russell moved to accept the canvassing of the ballots from the county. Seconded by Chairman Tyler. **Motion carried.** [07/05/2023 Board Mtg]

b. Board Member Oath of Office: Glen Heape then repeated the oath of office and was sworn in by Chairman Tyler.

c. Reorganization of the Board: Commissioner Russell made a motion to dissolve the Board of Commissioners and turn the meeting over to Director Lenz. Seconded by Commissioner Heape. **Motion carried.** [07/05/2023 Board Mtg] Director said that now he has taken over the meeting and he would like to ask for nominations for Chairman of the Board. Commissioner Russell nominated Jeff Tyler to be the Chairman. Commissioner Heape seconded the motion. **Motion carried.** [07/05/2023 Board Mtg] Director Lenz then relinquished control of the meeting back to Chairman Tyler who thanked the other Commissioners. Chairman Tyler nominated Commissioner Russell for the position of Vice Chairman of the Board. Commissioner Heape seconded the motion. **Motion carried.** [07/05/2023 Board Mtg] Chairman Tyler then nominated Commissioner Heape for the position of Secretary of the Board. Commissioner Russell seconded the motion. **Motion carried.** [07/05/2023 Board Mtg]

- 5) CONSENT AGENDA

- a. June 2023 Minutes
- b. Vouchers to Date
- c. Rowley Mylars
- d. Flor Morada Minor Subdivision Review Letter

Commissioner Russell **moved** to accept the consent agenda as presented. Commissioner Heape seconded. **Motion carried.** [07/05/2023 Board Mtg]

6) PUBLIC COMMENTS

Chris Nordstrom (5549 Carpenter Loop, Post Falls) said that he and his neighbors around Carpenter Loop are very pleased with the recent work on Riverview particularly around St Dominic's, and the curve by the creek. Mr. Nordstrom also said that the crew are always professional and friendly.

Bill Brizek (12201 N Strahorn, Hayden) stated that he was there to express thanks to Jeff Tyler for opposing the Traffic Management Center (TMC) at the recently held town hall. He said that as an architect, he works with a lot of traffic engineers. Mr. Brizek said that in Tucson, there are three main east-west arterials and that they have a flashing sign on the least travelled one that states that if you travel at {X} mph then you will make the next green light. He said the results were positive as traffic (including himself) diverted to that arterial and traffic all around flowed better. He stated that he in bringing that up as an example of one alternative way to better manage traffic than a traffic management center.

Charles Coats (5691 E Steamboat Bend, Post Falls) is very concerned about the long term privacy issues with the proposed TMC presented at the KMPO meeting. He thanked Chairman Tyler for publicly opposing this center. He said the more he learns about this "Orwellian" plan, the more he is opposed to it. The manufacturer of the system states on their cameras are AI enabled and ready to read license plates and that can be weaponized against citizens in the future. Iteris, the TMC vendor, stated at the KMPO workshop that the data is not stored. Yet in Spokane County, the FBI requested that stored data from the county from their Iteris system. An official with Spokane County did deny the FBI the use of that data without a court order. However, this proves that the data is indeed being stored and is being used for surveillance despite what Iteris said. He said that he understands that Spokane County is currently keeping their data for 30 days. He stated that since Iteris apparently lied when they said that the data is not stored, he is leery of "what else are they hiding?" He further stated that he realizes that one is tracked through the use of a cell phone, but that that is a choice while a TMC camera is not. He said he does not trust the government with this surveillance under the premise to manage traffic and that less density and more roads are a better solution to the congestion problem. He then thanked Chairman Tyler again for his opposition to the TMC.

Nina Beesley (Rathdrum, no street address given) congratulated Commissioner Heape and she thanked Chairman Tyler for his opposition to the Transportation Management Center.

Chairman Tyler asked if there were additional comments; no one present or responded online; public comments period was closed at 6:16pm.

7) OLD BUSINESS: **NONE**

8) CURRENT BUSINESS: (continued)

d. ICCU Business Member Account Authorization Commissioner Russell motioned to authorize the ICCU Business member account. Commissioner Heape seconded. **Motion carried.** [07/05/2023 Board Mtg]

e. WTB Account agreement Commissioner Russell **motioned** to authorize for the Washington Trust Bank account as signers Jeff Tyler, David Russell, Glen Heape, Michael Lenz and Elaine Fox and remove Lynn Humphreys as a signer on the account. Seconded by Commissioner Heape. **Motion carried.** [07/05/2023 Board Mtg]

f. WTB Visa Business Maintenance: Commissioner Russell **moved** to authorize the signatures of Jeff Tyler, Glen Heape, and himself on the Washington Trust Visa business maintenance agreement. Commissioner Heape seconded. District Clerk Fox explained that it was needed to increase the credit limit to \$10,000 on the account. Director Lenz stated this increase was mostly needed due to an increase of ordering parts and items online. **Motion carried.** [07/05/2023 Board Mtg]

g. WTB Corporate Authorization Resolution: Commissioner Russell moved to authorize their signatures on the 32D Corporate Authorization Resolution form listing Glen Heape, Michael Lenz, Elaine Fox, Jeff Tyler and David Russell as signers and removing Lynn Humphreys. Seconded by Commissioner Heape. **Motion carried.** [07/05/2023 Board Mtg]

h. WTB Governmental Certificate: District Clerk Elaine Fox explained that this document outlines the three commissioners as designated for this entity and requires all three signatures to change any of the items listed on the form. Commissioner Russell moved to authorize the signatures of himself, Chairman Tyler and Commissioner Heape on this form as presented. Seconded by Commissioner Heape. **Motion carried.** [07/05/2023 Board Mtg]

9) CORRESPONDENCE: None

10) LEGAL: Attorney Susan Weeks spoke (via internet) and said that she had nothing to add except that she had not missed a swearing in and was glad to be able to see it.

11) ENGINEERING: Laura Winter (RYA) began to discuss the Riverview/State Line (Sunrise Lane)/Idaho Rd intersection. The designs she presented were done by RYA in 2018. The landowner, Mr. Holland, refused at that time to sell any of the adjoining land which was needed for the improvements. She went through each of the three options for realignment of the intersection. There were some questions and Chairman Tyler stated that he would like this to go forward as soon as possible. Commissioner Russell expressed concern as to the safety of the current alignment given how much traffic has increased over the years. Commissioner Heape also expressed concern as he frequently travels the route and tries to avoid it during high traffic volumes. There was discussion as to what would be best if/when subdivisions begin to be built on the Washington side which would use these roads. They also discussed the option of condemnation of property should the land owner (Mr. Holland) still refuse to sell any land to make this possible. Attorney Weeks spoke and briefly outlined the process of condemnation. Ms. Winter stated that option #3 would not affect the property outside of the right of way, so there would be no eminent domain issues on that parcel. Discussion ended with Chairman Tyler noting that at the next meeting the board would likely choose which option to move forward with.

Kevin Smith (JUB) spoke and said that he wanted to update the board that they are going to submit the preliminary engineering for both the Hayden/Meyer roundabout and the Prairie five lane projects on July 11. He stated that after that is submitted Director Lenz will comment on the engineering as the next step.

12) DIRECTOR: Director Lenz stated that many of the crew are taking time off as it's a good week to do so and the six remaining crew are performing tree trimming, markings and preparing for chip sealing on Riverview. There apparently will be a turn bay added for east bound traffic on State Highway 53 at Hidden Valley Road (an ITD project.) He added that the following day he has an onsite pre-bid meeting for the Bodine/Pleasant View building construction and that all questions are due July 14 with bids due on July 19. Miller Stauffer will perform the bid opening. He then read a letter in the Coeur d'Alene Press which was a thank you to the District for addressing their needs. The new truck recently authorized was purchased. An old truck will need an expensive repair to the rear end, but a replacement would be very expensive.

13) OFFICE: District Clerk Elaine Fox stated that she has been working on transitioning for the new Commissioner with all the banking paperwork and on the budget. The budget workshop is July 19 at 3:30 pm.

14) COMMISSIONERS: Chairman Tyler said that they as commissioners have to remember that they are here to serve the people and that he was excited to welcome Commissioner Heape and he hope that he enjoys his time here serving the District as we have a great staff to work with. Commissioner Russell welcomed Commissioner Heape and said that Commissioner Heape is coming on board at a great time; things have been getting better and more efficient as Director Lenz has done a great job with the staff. He also said that which he is not involved much currently with KMPO but he is against the traffic management center and feels that it would become an expensive cost center and he prefers that monies be spent actually fixing the roads over monitoring them. He stated that he believes there are privacy issues with that system and it will eventually lobby for its own growth and he doesn't see

how it will benefit us. Commissioner Heape spoke and thanked former Commissioner Humphreys for his long service to this District. He also thanked the staff for preparing him and those in attendance for their comments. He said that his background as a military member, he is well aware of the power of the U.S. government to surveil. Their capabilities have exponentially expanded since 2019 and he shared concerns that if allowed to get out of control, it's an issue.

15) ADJOURNMENT

With no further business, the meeting was adjourned at 7:04pm.

Regular Board Meeting – July 19, 2023, 6:00 P.M., 5629 E. Sellice Way, Post Falls, ID 83854

1) Chairman Tyler called the meeting to order at 6:00 P.M.

Present were:

Commissioners: Jeff Tyler, Glen Heape, David Russell
Director of Highways Michael Lenz, District Clerk Elaine Fox
Administrative Assistant Jonie Anderson

Guests in attendance were:

Laura Winter, Ruen-Yeager & Associates (RYA)
Angela Comstock, J-U-B Engineers (JUB)
Ruedi & Susan Schuler
Carl & Heidi Rockstrom

2) PLEDGE OF ALLEGIANCE

Commissioner Heape led in the Pledge of Allegiance.

3) CONFLICTS OR CHANGES **NONE**

4) APPROVAL OF AGENDA Commissioner Russell **moved** to accept the agenda as presented. Commissioner Heape **seconded. Motion carried.** [7/19/2023 Board Mtg]

5) CONSENT AGENDA

Commissioner Russell **moved** to accept the consent agenda as presented. Commissioner Heape **seconded. Motion carried.** [7/19/2023 Board Mtg]

6) PUBLIC COMMENTS **NONE**

7) OLD BUSINESS **NONE**

8) CURRENT BUSINESS:

a. Prairie Pedestrian Underpass Grant: Director Lenz presented the Board an outline of the costs and process for the grant. Commissioner Tyler voiced concerns regarding a tunnel but is supportive of applying for the grant. Commissioner Russell shared comments of support for the project. Commissioner Russell moved to direct, the Director of Highways to move forward with applying for the Grant. Commissioner Heape **seconded. Motion carried.** [7/19/2023 Board Mtg]

b. Riverview / S Sunrise Ln "Y" Realignment: Director Lenz requested direction from the Board on which of the three options presented (at the last meeting) they would like to proceed with. There was review, amongst the Board, on the options presented. Commissioner Heape **moved** to authorize the Director of Highways to proceed with Option #3. Commissioner Russell **seconded. Motion carried.** [7/19/2023 Board Mtg]

9) CORRESPONDENCE **NONE**

10) LEGAL **NONE**

11) ENGINEERING:

Laura Winter (RYA) provided the board updates on the Strategic Initiative Grant (Huetter / I90). Ms. Winter asked the Board if they have any recommendations of organizations or businesses they would like to reach out to, to provide support letters for the grant. The Board recommended ITD and KMPO. Harbor/Riverview realignment is moving along. Millview Lane is still under construction. Traffic counter recommendations will be brought to the next board meeting. Pleasant View & Hwy 53 Interchange design will be updated to meet ITD standards and Highway District Standards.

Angela Comstock (JUB) Meeting with LHTAC and Director Lenz on Tuesday to review preliminary design for roundabout. Open House is coming up September 2. Prairie will take a different path now. Getting update from the City of Post Falls on annexations.

12) DIRECTOR UPDATES

Crew has been chip sealing. Riverview should be done tomorrow. New tanker is saving time/trips. Set-back on the L-walls for Millview. Update on Crash Reports: Director Lenz reviewed impact reports that have been received for accidents from July 1 to date. Reminded the commissioners that we are currently in the "100 Deadliest Days". Eight accidents in our District so far. Our crews are out there and that is why we focus on safety. Met with City of Post Falls regarding the Prairie 5-lane project. Currently the cost share is: 85% (PFHD) 15% (City of Post Falls). Discussed a 50%/50% split and that the City take over as primary sponsor due to all the annexations. Bid opening for the Bodine storage building is tomorrow. Working on budget with District Clerk Elaine Fox.

13) OFFICE UPDATES

District Clerk Elaine Fox thanked the board for a very successful budget workshop. Beginning to get benefit information for open enrollment. Reviewed training courses that are coming up through ICRIMP, PERSI and other taxing entities.

14) COMMISSIONERS

Commissioner Heape stated the budget workshop was insightful. Commissioner Russell believes things are going well with the budget and the efficiencies he is seeing. Commissioner Tyler agreed with Commissioner Russell and added that he received correspondence from the homeowners on Hidden Valley Rd and they are really happy about the improvements they will be getting from the Hwy 53 project.

15) ADJOURNMENT: With no other business, Chairman Tyler adjourned the regular meeting at 6:46 pm.

16) EXECUTIVE SESSION

Commissioner Russell **moved** to enter into Executive Session Pursuant to the provisions of Idaho Code 74-206, Subsection 1(b) an executive session is being requested for the purpose to discuss a personnel matter. Commissioner Heape **seconded and requested a roll call vote.**

Roll call vote: Commissioner Heape: aye; Chairman Tyler: aye; Commissioner Russell: aye. The Board entered into Executive Session at 18:47pm. Board exited Executive Session at 7:02pm

MOTIONS RESULTING FROM EXECUTIVE SESSION

Commissioner Russell **moved** to Direct the Director of Highways to proceed forward with personnel matters as discussed in executive session. Commissioner Heape **seconded. Motion carried.** [7/19/2023 Board Mtg]

17) ADJOURNMENT 7:03pm

(MINUTES continue with JUNE 2023 VOUCHERS on Page 6)

VOUCHERS TO DATE JULY 2023

Jul 23


Num	Name	Amount
47434	ABOVE AND BEYOND JANITORIAL INC	-650.00
47435	ADD ELECTRONICS	-619.86
47436	ADS DIESEL PRODUCTS	-193.62
47437	ADVANCED COMPRESSOR & HOSE, INC.	-61.30
47438	ALSCO	-720.00
47439	ARIXIO	-260.00
47440	BADGER BUILDING CENTER	-163.14
47441	CONSOLIDATED SUPPLY CO.	-382.82
47442	CUMMINS	-680.30
47443	ELJAY OIL COMPANY, INC.	-1,149.44
47444	ESRI, INC.	-440.00
47445	H & H EXPRESS	-26.46
47446	INTERMOUNTAIN SIGN & SAFETY	-48.00
47447	KOOTENAI COUNTY SOLID WASTE	-145.95
47448	KXLY	-116.25
47449	LACAL EQUIPMENT INC	-394.64
47450	LHTAC	-240.00
47451	MICHAEL LENZ REIMBURSEMENT	-135.00
47452	MIKE WHITE FORD OF CDA	-131.19
47453	NCPERS	-352.00
47454	NORCO	-218.94
47455	NORTH 40 OUTFITTERS	-107.96
47456	MOTION AUTO SUPPLY	-441.60
47457	DARREL L HUMPHREYS	-647.04
47458	DARREL STEVENS	-1,864.67
47459	DAVID A TUCKER	-1,900.38
47460	DAVID RUSSELL	-501.52
47461	EDWARD F. MAEL	-1,743.71
47462	ERIC PRESTEGAARD	-1,848.18
47463	HELEN A FURBEE	-1,666.64
47464	JAMES B WINES	-1,943.39
47465	JASON B COFFMAN	-2,056.52
47466	JEFFREY TYLER	-677.04
47467	JONIE ANDERSON	-1,339.18
47468	LARRY P HOWELL, JR	-1,217.55
47469	LESLIE R LIKES	-1,917.54
47470	LUCAS A BICANDI	-1,933.36
47471	MICHAEL C LENZ	-2,960.28
47472	MICHAEL J KETCHUM	-1,914.18
47473	MIRIAM E FOX	0.00
47474	RANDY L NEAL	-1,832.76
47475	TRAVIS A HALL	-1,923.34

47476	TUEKOTA TATE-VANDEVER	-1,960.60
47477	ZANE A. KLEIN	-1,806.67
47478	CREDIT UNION	-725.00
47479	NEW YORK LIFE	-20.00
47480	AMERICAN ON-SITE SERVICES	-248.20
47481	CULLIGAN	-39.75
47482	D. LYNN HUMPHREYS - REIMBURSEMENT	-166.70
47483	HELEN FURBEE - REIMBURSEMENT	-24.24
47484	IDAHO ASPHALT	-3,896.75
47485	MIRIAM E FOX REIMBURSEMENT	-49.13
47486	USPS	-378.00
47487	VERIZON WIRELESS	-370.85
47488	ZIPLY FIBER	-304.62
47489	DAVID J. RUSSELL - REIMBURSEMENT	-125.44
47491	ACE HARDWARE	-331.58
47492	COLEMAN OIL COMPANY	-2,420.20
47493	JMT PETROLEUM	-5,477.25
47494	POE ASPHALT	-6,117.28
47495	GORDON TRUCK CENTERS, INC	-2,938.47
47496	LES SCHWAB	-572.24
47497	PAPE MACHINERY	-49.71
47498	RODDA PAINT	-327.56
47499	SIX ROBBLEES	-243.23
47500	SPOKANE HOUSE OF HOSE	-727.85
47501	COUNTRY CLEANERS	-180.00
47502	SPECTRUM BUSINESS	-139.99
47503	VSP dba VISION SERVICE PLAN	-254.04
47504	WELCH COMER & ASSOCIATES	-2,175.00
47505	WESTERN STATES EQUIPMENT - CAT	-603.34
47506	AMERICAN MOBILE DRUG TESTING	-245.00
47507	JEFFERY E BRATON	-1,813.42
47508	WESTERN CONSTRUCTION OF LEWISTON, INC.	-150,941.00
47509	MIRIAM E FOX	-2,015.44
47510	VOID	0.00
47511	DAVID A TUCKER	-1,823.78
47512	EDWARD F. MAEL	-1,753.25
47513	ERIC PRESTEGAARD	-1,841.46
47514	HELEN A FURBEE	-1,634.21
47515	JAMES B WINES	-2,023.90
47516	JASON B COFFMAN	-2,066.48
47517	JEFFERY E BRATON	-822.53
47518	JONIE ANDERSON	-1,346.96
47519	LARRY P HOWELL, JR	-1,254.20
47520	LESLIE R LIKES	-1,927.09
47521	LUCAS A BICANDI	-1,880.07
47522	MICHAEL C LENZ	-2,993.25
47523	MICHAEL J KETCHUM	-1,998.91
47524	MIRIAM E FOX	-2,025.03

47525	RANDY L NEAL	-1,807.05
47526	TRAVIS A HALL	-1,899.95
47528	ZANE A. KLEIN	-1,653.09
47529	DARREL STEVENS	-1,893.23
47530	AVISTA UTILITIES - WWP	-2,603.49
47531	NXNW RELAYS	-175.00
47532	MIRIAM E FOX REIMBURSEMENT	-8.10
47533	BROADWAY INDUSTRIAL SUPPLY LLC	-90.82
47534	CDA GARBAGE	-161.75
47535	CITY OF POST FALLS.	-235.47
47536	DELTA DENTAL	-1,339.03
47537	H & H INC DOCUMENT MANAGEMENT SOLUTIONS	-97.12
47538	IDAHO ASPHALT	-14,390.46
47539	KEC	-440.67
47540	KXLY	-2,138.75
47541	NORTHWEST TRAFFIC CONTROL LLC	-1,024.80
47542	POE ASPHALT	-46,964.74
47543	REGENCE BLUE SHIELD	-15,259.91
47544	RUEN-YEAGER & ASSOC, INC	-14,235.02
47545	WTB - CREDIT CARD DIV.	-238.28
47546	MILLER STAUFFER ARCHITECTS	-13,963.52
47547	REHN & ASSOCIATES	-50.00
47548	AFLAC	-104.52
47549	CREDIT UNION	-725.00
47550	TUEKOTA TATE-VANDEVER	-1,874.33
47551	CANNON HILL INDUSTRIES	-40.00
47552	NORTHWEST TIRE WORX LLC	-1,136.00
47553	ARROW CONSTRUCTION SUPPLY	-335.38
47554	NORCO	-149.40
47555	SPRAY CENTER	-865.87
47556	WILLIAMSEN-GODWIN TRUCK BODY	-191.92
47557	FASTENAL	-823.52
47558	HRA VEBA TRUST	-10,000.00
47559	ADVANCED COMPRESSOR & HOSE, INC.	-52.34
EFT	WASHINGTON TRUST BANK	-11,836.18
EFT	PUBLIC EMPLOYEES RETIREMENT SYSTEM	-10,681.35
EFT	SPOKANE Bridge KN18716 Reinvest #13	-18,799.10
EFT	SPOKANE Bridge KN18716 Reinvest #14	-8,806.17
EFT	SPOKANE Bridge KN18716 Reinvest #15	-3,589.95
EFT	WASHINGTON TRUST BANK	-10,946.80
EFT	STATE TAX COMMISSION	-3,416.00
EFT	PUBLIC EMPLOYEES RETIREMENT SYSTEM	-9,579.93
EFT	To LGIP FILO Bodine Ave	-4,600.00
EFT	Insurance Transfer - Ad Valorem	-15,461.31
EFT	To LGIP FILO S Idaho Rd Bent Blade Subdiv.	-22,500.00
EFT	To LGIP Savings Ad Valorem excess funds	-925,000.00
		-
		<u>1,432,830.74</u>

Jul 23

APPROVED



ATTEST



DATE

8-2-2023
