

LAKES HIGHWAY DISTRICT MINUTES

June 5, 2023

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The regular scheduled meeting of the Lakes Highway District Board of Commissioners was called to order by Chairman Twete at 5:30 p.m. on June 5, 2023 at the District Office, 11341 N. Ramsey Road, Hayden, Idaho 83835. Those in attendance were Commissioners Twete, Montgomery and Fountain, Director Shanley, Attorney Weeks and Deputy Clerk Hendry. Richard Colburn of H2A Architects, Shawn Metts of HMM, Steve Cordes of Welch Comer and Corky Witherwax attended regarding the Garwood Facilities update. Norma Jean Knowles, Jacqueline Beaudry and Ted Bare attended regarding the Bayview Daze Special Events Permit Application. Dawn Antrim attended for public comment. Suzanne Knutson and Donna Montgomery observed.

Chairman Twete called the meeting to order and led the Pledge of Allegiance.

Chairman Twete asked if any Board member has a conflict of interest with any item on the agenda? Commissioner Twete no, Commissioner Montgomery no and Commissioner Fountain no. Has anyone had any oral or written communication with an applicant, or anyone opposing an application? Commissioner Twete no, Commissioner Montgomery no and Commissioner Fountain no. Has anyone visited a site that is on the agenda for a Board decision regarding an application related to the site? Commissioner Twete no, Commissioner Montgomery no and Commissioner Fountain no.

Item 3 - Commissioner Montgomery moved to approve the June 5, 2023 agenda as presented with Commissioner Fountain seconding the motion which carried unanimously.

Item 4 - Commissioner Montgomery moved to approve the May 1, 2023 regular meeting minutes as presented with Commissioner Fountain seconding the motion which carried unanimously.

Item 5 - After reviewing the payments journal and financial worksheet, Commissioner Fountain moved to approve the payments journal with bills paid by check numbers 40322 through 40391 in the amount of \$331,365.49 and the direct deposit dated April 5, 2023 in the amount of \$49,875.95 and the direct deposit dated April 20, 2023 in the amount of \$43,199.97 for a total of \$424,441.41. Commissioner Montgomery seconded the motion which carried unanimously.

Item 6 - Public Comment - Chairman Twete asked if there was any public comment. Dawn Antrim addressed the Board regarding the Prairie Avenue median.

Old Business

Item 7a - Cape Horn Road Retaining Wall (Key No 22397) - Director Shanley presented to the Board for review the additional funding from LHTAC which will need Board approval for additional matching funds in the amount of \$17,242.45. After deliberations Commissioner Fountain moved to approve the additional match increase of \$17,242.45 and authorize staff to move forward with the contract change with Big Sky Construction in the amount of \$250,000.00. Commissioner Montgomery seconded the motion which carried unanimously.

Item 7b - Garwood Facility Update - Director Shanley discussed with the board information from Welch Comer regarding the water options available and the possibility of a more economical way of dealing with fire irrigation requirement in the new Garwood shop facility. Director Shanley discussed the Garwood Water Coop waterline extension on Garwood Road to provide water for both domestic and fire irrigation to the building only. There was discussion on the cost and savings. After deliberations Commissioner Montgomery moved to authorize Welch Comer to move forward with the new water option and to go out to bid as soon as possible. Commissioner Fountain seconded the motion which carried unanimously. Commissioner Fountain later asked for clarification on the First Interstate Bank letter which was informational only per Director Shanley.

Current Business

Item 8a - Aubrey Estates Plat Review. Director Shanley presented these four (4) lots minor subdivision located on Ramsey Road to the Board for review. After deliberations, Commissioner Fountain moved to approve and accept the dedications that shall be shown on the final plat and authorized District Staff to submit a letter of comment to the County outlining item numbers 1 through 5 of Director Shanley's review. Commissioner Montgomery seconded the motion which carried unanimously.

Item 8b - DeLong Paradise Plat Review. Director Shanley presented these two (2) lots minor subdivision located on Yellow Pine Road to the Board for review. After deliberations, Commissioner Montgomery moved to authorize District Staff to submit a letter of comment to the County outlining item numbers 1 through 4 of Director Shanley's review. Commissioner Fountain seconded the motion which carried unanimously.

Item 8c - Dodd Road Zone Change Request. Director Shanley presented this zone change request to the Board which consists of approximately 37.8 acres on Dodd Road. The applicant is requesting zoning be changed from Agricultural to Rural. After deliberations, Commissioner Montgomery moved to authorize District Staff to submit a letter of comment to the County outlining item numbers 1 through 2 of Director Shanley's review. Commissioner Fountain seconded the motion which carried unanimously.

Item 8d - Atlas Road Zone Change Request. Director Shanley presented this zone change request to the Board which consists of approximately 59.89 acres specifically to the northwest of intersection between Boekel Road and Atlas Road. The applicant is requesting zoning be changed from Agricultural to Rural. After deliberations, Commissioner Montgomery moved to authorize District staff to submit a letter of comment to the County outlining item numbers 1 through 2 of Director Shanley's review. Commissioner Fountain seconded the motion which carried unanimously.

Item 8e - Bayview Daze 4th of July Parade Special Events application. Director Shanley presented the Special Events Application for the Bayview Daze Parade to be held on July 1, 2023 to the Board for review. Director Shanley recommended to the Board to approve the Special Events Application contingent on the applicant obtaining Emergency Services approval of the Traffic Control Plan. After deliberations, Commissioner Montgomery moved to approve the special events application for the Bayview Daze Parade on July 1, 2023

contingent upon receipt of the review fee and approval of the Traffic Control Plan by Emergency Services. Motion also included authorization for the Chairman or Vice Chairman to sign the application. Commissioner Fountain seconded the motion which carried unanimously.

Item 8f - Spokane to Sandpoint Relay Special Events application. Director Shanley presented the special events application to the Board for the 2023 Spokane to Sandpoint to be held on July 21 & 22 2023 over various roads within Lakes Highway District. After deliberations, Commissioner Fountain moved to approve the Spokane to Sandpoint Relay special events application and authorize the Chairman or Vice Chairman to sign the permit. Commissioner Montgomery seconded the motion which carried unanimously.

Item 8g - 2023 LSHIP Grant Design Consultant Agreement (Key No 23284). Director Shanley presented the ITD Local Professional Services Agreement for the Roadway & Guardrail Improvement Project for miscellaneous roads throughout the District to the Board for review. After deliberations, Commissioner Fountain moved to approve the Local Professional Services Agreement with HMM Engineering for the Roadway & Guardrail Improvement Project (Key No 23284) in the amount of \$118,948.36 of which the District's share is 7.34% of that total. The motion also included authorization for the Chairman or Vice Chairman to sign the agreement. Commissioner Montgomery seconded the motion.

Item 8h - Part Time Employee Benefits -Director Shanley stated Commissioner Fountain requested this item be placed on the agenda for discussion. Considering we only have one (1) employee associated with this agenda item, Chairman Twete recommended the Board move into executive session.

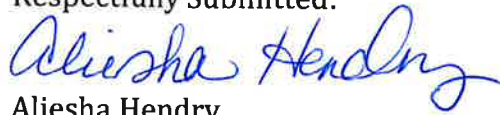
Item 8i - Employee Pay Increase - Director Shanley discussed promoting the Districts Road Maintenance Specialist I to a Road Maintenance Specialist II. Considering we only have one (1) employee associated with this agenda item, Chairman Twete recommended the Board move into executive session.

Commissioner Twete moved to enter into executive session at 6:23 p.m. under Idaho Code§74-206 (1) (b) & (f). Commissioner Fountain seconded the motion. Deputy Clerk Hendry called the roll as follows: Commissioner Twete aye, Commissioner Montgomery aye and Commissioner Fountain aye.

Upon reconvening to regular session at 7:10 pm, Commissioner Montgomery moved to proceed with the three (3) employees discussed with the decisions made regarding pay increases and bonus. Commissioner Fountain seconded the motion which carried unanimously. Commissioner Montgomery also moved to authorize a letter be sent to the County regarding the Lakeview Subdivision in Bayview. Commissioner Fountain seconded the motion which carried unanimously.

As there was no further business Chairman Twete adjourned the meeting at 7: 13 p.m.

Respectfully Submitted:



Aliesha Hendry
Deputy Clerk

Approved:



Rodney A. Twete
Chairman