

LAKES HIGHWAY DISTRICT MINUTES

March 4, 2024

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The regular scheduled meeting of the Lakes Highway District Board of Commissioners was called to order by Vice Chairman Adams at 5:30 p.m. on March 4, 2024 at the District Office, 11341 N. Ramsey Road, Hayden, Idaho 83835. Those in attendance were Commissioners Adams and Montgomery, Director Shanley and District Clerk Hendry. Chairman Twete attended by Zoom. Korby Baker and Mike Webster of Magnuson, McHugh attended regarding the Audit presentation. Donna Montgomery and Michael Jehnichen observed.

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

Vice Chairman Adams asked if any Board member has a conflict of interest with any item on the agenda? Commissioner Twete no, Commissioner Adams no and Commissioner Montgomery no. Has anyone had any oral or written communication with an applicant, or anyone opposing an application? Commissioner Twete no, Commissioner Adams no and Commissioner Montgomery 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 Adams no Commissioner Montgomery no.

Item 3 – Commissioner Montgomery moved to approve the March 4, 2024 agenda as presented with Commissioner Twete seconding the motion, which carried unanimously.

Item 4 – Public Comment – Vice Chairman Adams asked if there was any public comment. There was none.

Item 5 – Commissioner Montgomery moved to remove Item 5c from the Consent Agenda and approve the amended March 4, 2024 Consent Agenda as presented with Commissioner Twete seconding the motion, which carried unanimously.

Old Business

Item 6a – Garwood Operations Facility – COP Fencing Man Gates. Director Shanley presented the Board with a proposed change order addition to the project, with the initial subcontractor pricing from Idaho Fence in the amount of \$2,105.00. This would be to add two (2) 5-foot gates on the westside of the Districts properties, one to the North parcel and one to the South parcel. This addition would allow employees to walk the bike path to access the north property to obtain equipment vs walking on Pope Road. Upon deliberations Commissioner Twete moved to approve the proposed change order as presented. Commissioner Montgomery seconded the motion, which carried unanimously.

Item 6b – Key No. 23284 – Roadway & Guardrail Agreement. Director Shanley presented the ITD State/Local Agreement for the Roadway & Guardrail Improvement Project that includes work on the Twin Lakes Rd., Ohio Match, Diagonal, Rimrock, E. Hayden Lake Road and Perimeter Road. The agreement defines the responsibility of the Lakes Highway District and ITD for construction of this project. This including the Districts payment of the 7.34% local match prior to advertising this project, in the amount of \$42,915. Upon deliberations Commissioner Montgomery moved to approve the agreement as presented with Commissioner Twete seconded the motion, which carried unanimously.

Item 6c – Lancaster/Huetter Roundabout Right-of-Way Acquisition. Director Shanley presented the appraisals for the Boards consideration to acquire the necessary property to build the project. The Director reminded the Board that this is a joint project between the Lakes and Post Falls Highway Districts. Thus, the cost of right-of-way would be shared between the two Districts. Upon deliberations Commissioner Twete moved to authorize staff to move forward with right-of-way acquisitions as discussed. Commissioner Montgomery seconded the motion, which carried unanimously.

Current Business

Item 7a – FY2023 Audit Presentation. Mike Webster of Magnuson McHugh presented the District Audit for FY2023. After the presentation and deliberations, Commissioner Twete moved to accept the 2022-2023 Final Audit conducted by Magnuson McHugh & Company and have it posted to the website. Commissioner Montgomery seconded the motion, which carried unanimously.

Item 7b – Highway Standards Amendment. Director Shanley presented the 2023 Associated Highway District Standards, Amendment No. 1, a Supplemental to Include Privately Maintained Gravel Road Standard to the Board for review. The amendment was adopted by the Association at their meeting on February 22, 2024 and has since been adopted by both Eastside and Worley Highway District. The Post Fall Highway District will consider the amendment at their March 6th meeting. After deliberations, Commissioner Montgomery moved to approve the Highway Standards Agreement as presented and have it posted to the website. Commissioner Twete seconded the motion, which carried unanimously.

Item 7c – Resolution 2024-04 Banking. Director Shanley presented Resolution 2024-04 Banking Resolution to the Board for their review and acceptance. This resolution would clarify the District Banking Institution per the Board direction at their February 5th meeting. Since the District is changing its banking institution, this resolution also addresses credit cards that will no longer exist from its previous bank. After deliberations, Commissioner Twete moved to approve Resolution 2024-04 as presented. Commissioner Montgomery seconded the motion. Clerk Hendry called the roll as follows: Commissioner Twete aye, Commissioner Montgomery aye and Commissioner Adams aye. Motion carried unanimously.

Item 7d – Award of Materials Bid for 2024 Pavement Markings. Director Shanley presented the bids received for paint and glass beads to the Board for their review and acceptance. After deliberations, Commissioner Twete moved to approve as presented. Commissioner Montgomery seconded the motion, which carried unanimously.

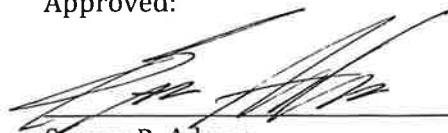
As there was no further business, Vice Chairman Adams adjourned the meeting at 6:00 p.m.

Respectfully Submitted:



Aliesha Hendry
District Clerk

Approved:



Steven R. Adams
Vice Chairman