

LAKES HIGHWAY DISTRICT SPECIAL MEETING MINUTES

October 12, 2023

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The special meeting of the Lakes Highway District Board of Commissioners was called to order by Chairman Twete at 3:30 p.m. on October 12, 2023 at the District Office, 11341 N. Ramsey Road, Hayden, Idaho 83835. Those in attendance were Commissioners Twete, Adams and Montgomery, Director Shanley, District Clerk Hendry and Attorney Huston attended via Zoom. 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 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 and Commissioner Montgomery no.

Item 3 – Commissioner Montgomery moved to approve the October 12, 2023 agenda as presented with Commissioner Adams seconding the motion, which carried unanimously.

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

New Business

Item 5a – Garwood Operations Facility.

Commissioner Montgomery moved to enter into executive session at 3:36 p.m. under Idaho Code §74-206(1) (f) to discuss items **5a.1** and **5a.2**. Commissioner Adams seconded the motion. District Clerk Hendry called the roll as follows: Commissioner Twete aye, Commissioner Montgomery aye and Commissioner Adams aye. Motion carried unanimously.

Commissioner Montgomery reconvened regular session at 4:03 p.m. and moved to authorize District staff to submit both letters discussed in Executive Session. Commissioner Adams seconded the motion, which carried unanimously.

5a.3– Pay Application #1 and Change Order. Director Shanley presented Pay Application #1 for the Garwood Facility Construction submitted by Kilgore Construction for work through September 30, 2023 in the amount of \$257,664.15 to the Board for review. After deliberations, Commissioner Montgomery moved to approve and authorize payment to Kilgore Construction representing Pay Application #1, work through September 30, 2023 in the amount of \$257,664.15 for the Garwood Facility Construction Project. Motion also included authorization for the Chairman or Vice Chairman to sign the pay request. Commissioner Adams seconded the motion.

Director Shanley also presented to the Board a proposed change order (COP #02) from Kilgore Construction to excavate and install primary service conduits per RFI #13 in the amount of \$4,771.26. DS explained that Kootenai Electric indicated that it will be far less costly for Kaestner (Electrical Sub on the project) to complete the conduit work between the switch and the transformer, vs having KEC complete the work. Thus resulting in the proposed change authorization request. After deliberations, Commissioner Montgomery moved to approve and authorize payment to Kilgore Construction in the amount of \$4,771.26 representing COP #02 to complete the conduit work. Commissioner Adams seconded the motion.

5a.4- Future Change Orders. Director Shanley discussed with the Board potential Change Orders associated with unforeseen buildability issues with the Construction Plans and desire to avoid potential claims for delay. DS stated that this is rarely an issue but asked the Board to consider authorizing the Director to approval changes orders in the amount not to exceed \$10,000. After deliberations, Commissioner Adams moved to approve Item #5a (4) as presented. Commissioner Montgomery seconded the motion, which carried unanimously.


As there was no further business, Chairman Twete adjourned the meeting at 4:10 p.m.

Respectfully Submitted:

Approved:



Alisha Hendry
District Clerk



Steven R. Adams
Vice Chairman