

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
April 23, 2025
9:00 A.M.

MINUTES

Commissioner Phil Cooper called the meeting to order at 9 a.m. with Commissioner George Miller and Commissioner Corinne Johnson present. Also present, Director Kevin Howard, Deputy Director Dustin Howe, Clerk Charyl Ragan, and Deputy Clerk Jennifer Weeks. Guests: Ken and Christy Belisle, Jay Hassel, Amy Manning

APPROVAL OF AGENDA

Miller moved to approve the agenda. Johnson seconded. Cooper concurred. The motion passed unanimously.

CONFLICTS OF INTEREST ON AGENDA

Phil Cooper, Corinne Johnson, and George Miller each indicated no conflicts of interest with any item on the agenda.

APPROVAL OF MINUTES

Miller moved to approve the minutes of the March 26, 2025 meeting, Johnson seconded. Cooper concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

See Kootenai County Development- Belisle Landing

OLD BUSINESS

Work progress Report

- Crews along with a contractor removed dangerous trees on Watson Rd and cleared all debris.
- Crews finished brooming district clearing of winter sanding material.
- Crews graded all gravel roads in district multiple times. They also hauled gravel to areas in need of more gravel.
- Crews pulled all load limits throughout the district.
- Crews hauled concrete guardrail from the top of 4th July pass to Mica yard. Guardrail was given to the District for free if we hauled and loaded them.
- Crews and staff attended a CPR/First aid course at the Sun up Office. After we had luncheon provided by a Buster Carr from Cougar Gulch to show his appreciation of the work the crew does on the roads.
- Crews started mag application on April 21st in the Worley area.
- Three crew members attended T-2 classes this month

Planned work for this coming Month

- Mag application on graveled roads
- Patching asphalt (When asphalt plants open)
- Getting equipment ready for summer operations in shops

In The Shops

Deputy Director Dustin Howe has prepared a shop report for the board.

Staff Report-Kevin Howard

Kootenai County Community Development

Matteucci Estates (Loffs Bay Rd / Graysons Way) MIN25-0009, 2-lot minor subdivision:

The review fees have been paid. The district's comments have been sent to Kootenai County. I am waiting to see the revised Plat for further comment.

Clemetson Woods (Clemetson Rd) MIN22-0056, 3-lot minor subdivision:

The district's review and comments have been noted to Kootenai County. The district's comments have been addressed except for payment of the "Payment in Lieu of Construction" (PILC) fees. This fee is due prior to the signing of the Final Plat. No additional information this month.

Belisle Landing (Hwy 95, Horned Owl Rd.) MIN24-0032, 2-lot minor subdivision:

Ken and Christy Belisle are in attendance today to speak with the commissioners to ask for the PILC fees to be waived due to the fact that their lot is boat only access, no road access. Johnson moved to waive the PILC fees for Belisle landing as requested. Miller seconded. Cooper concurred. The motion passed unanimously.

Dana Estates (Rockford Heights) MIN24-0040, 3-lot minor subdivision:

All obligations to the district have been met. I have no objection to the signing of the final plat (Mylar) when presented to the board. No additional information this month.

Repsold-Hyatt (Rockford Bay Rd) MIN21-0115, 2-lot minor subdivision:

The district's review is complete. The signature of the final plat (Mylar) is pending payment of the PILC's. No additional information this month.

Rockford Bay Ranch Second Addition (Hamaker Rd) MIN24-0037 4-lot minor subdivision:

Two parcels of the original Rockford Bay Ranch subdivision are being reconfigured and further divided into 4 lots. The only district requirement prior to signature is the receipt of the PILC's.

WHD Construction Projects

Conkling Rd / US-95 Street Lights:

ITD has a 3-intersection project coming up as early as 2030 in which the Conkling Road/US-95 intersection is included. There is a possibility of moving up the Conkling Road intersection for earlier installation. With JUB's assistance, discussions will continue. No additional information this month.

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

APRIL 23, 2025

Page 3

Rockford Box Culvert:

The permitting agencies have allowed for a two-week extension to the permit. The contractor has agreed to change the start date for this project to August 25, 2025 with projected road closure to be about 9/2/2025.

Greensferry Guardrail, Key No. 23285:

We are waiting to find out from ITD when the bid opening is scheduled. No additional information this month.

Kidd Island Road (Phase II):

The Notice To Proceed was issued the week of 4/7. A schedule is being set. Upon completion, the district will be notified as to when a Kick-off Meeting will be held.

Cougar Gulch Road:

I had communication with the contractor, and they are wrapping up a couple projects and will be scheduling personnel and equipment for the project repairs. Discussions continue regarding final quantities for final payment to be paid upon completion.

WHD Misc. Projects

CIP review

The district Capital Improvement Plan is due for review. It is commonplace to review every 5 years and make changes as necessary. JUB is working on the CIP, they will review it with the director and once agreed upon, it will be presented to the board.

Koth Road ROW Status:

No additional information this month.

CDA Tribe, Lake Creek Project:

The project has been placed on hold as the Federal Government audits the funding.

NEW BUSINESS

1. III-A Trust Annual Report by Amy Manning

2. Accounts Payable

Miller moved that the bills be approved as presented on the A/P register. Johnson seconded. Cooper concurred. The motion passed unanimously.

3. Upcoming Meetings:

May 8, 2025 KMPO 1:30 pm

May 20, 2025 IAHD Regional meeting 11 am-Best Western

May 28, 2025 Board meeting 9 am

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

APRIL 23, 2025

Page 4

4. Commissioner Comments:

Johnson Congratulated the Deputy Director on his daughter being one of the recipients of the IAHD Scholarships for the 2025-26 semester.

Cooper wished the office staff "Happy Administrative Professional's Day"

ADJOURNMENT

Citing no further business, Miller moved to adjourn the meeting at 10:16 a.m. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:


Jennifer Weeks, Deputy Clerk

APPROVED BY:


Phil Cooper, Chair


Date