

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 8, 2020
9:00 A.M.**

MINUTES

Commissioner Corinne Johnson called the meeting to order at 9:00 a.m. with Commissioner George Miller and Commissioner Phil Cooper present. Also present were Supervisor Kevin Howard; Assistant Supervisor Dustin Howe; District Clerk/Treasurer Carol Richel; Deputy Clerk Tomi Maynard; and:

James King, Carnie Rd
Jay Hassell, JUB

Angela Comstock, JUB

All participants attended via video or audio conference call.

APPROVAL OF AGENDA

Cooper MOVED to approve the agenda as presented. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

CONFLICTS OF INTEREST ON AGENDA

Chairman Corinne Johnson asked if any Board member had a conflict of interest with any item on the agenda. Corinne Johnson, George Miller and Phil Cooper each indicated no conflicts.

APPROVAL OF MINUTES

Cooper MOVED to approve the minutes of the March 25, 2020 regular meeting. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

PUBLIC COMMENTS

None.

Sign request Carnie Road

James King is in attendance today to request placement of a no outlet sign and a neighborhood watch sign at the access to Carnie Road from US95. Neighborhood watch signs would be placed at the expense of residents, with District input on placement. A no outlet sign would fall under the District's jurisdiction and expense. Howard noted that in the past the district has only allowed no outlet or dead-end sign placement when there were requests from multiple area residents. King indicated that he is representing a number of residents with this request. Johnson requested that King have those residents write or email their support for the no outlet sign request.

Miller MOVED to allow the placement of a neighborhood watch sign on Carnie Rd. Cooper SECONDED the motion. Johnson CONCURRED. Motion PASSED UNANIMOUSLY.

Kootenai County Community Development

Unless desired by the board, projects that have seen no activity will not be read in the consideration of time.

1. Hager Estates, Minor, Status Report, Loffs Bay Rd.:
Susan Weeks has begun legal action to settle this matter. No additional information this month.
2. The Club at Rock Creek, Major Subdivision, Loffs Bay Rd.:
I have had a couple telephone conversations with the developing team as they design Phase 3 of Loffs Bay Road. Yet, the design is not ready for the district's review.

3. Black Rock Flats PUD 19-0001U:
Attorney Susan Weeks is currently working on the Road Development Agreement (RDA). Susan intends on including the Order of Decision in the RDA and as such I have received a copy and forwarded it to her.
4. Tosi Estates, Minor Subdivision:
This is a two-lot subdivision at the intersection of Meadowbrook Loop and Clemetson Road. The district's review is complete. The response to Kootenai County Community Development was that the district's concerns have been met on the plat and the district has no objection to the plat application moving forward. No additional information this month.
5. Jaeger and King, Minor Subdivision, MIN19-0063:
This two-lot subdivision is proposed off of Northern Lights Boulevard which is served by Bunn Road. No additional information this month.
6. The Ridge at Sun Up Bay, 2nd Addition, MIN19-0069:
The aforementioned proposes converting a lot that is set aside for multiple drain fields to a residential lot. No additional information this month.

WHD Construction Projects

1. Rockford Bay Road/Loffs Bay Road (W) Intersection: Status Report
This project ranked in the ninth position for the STP - Rural Funding. The ranking is for Fiscal Years 2021 – 2027. Sponsors will be notified as funding comes available and by order of ranking.
2. Kidd Island Road Project: Status Report
This project is currently being advertised for construction by the Idaho Transportation Department (ITD). The Construction Engineering and Inspection (CE & I) scoring is complete and the chosen firm will be notified as soon as ITD has determined the outcome.
3. Watson Road Slide:
Conversations with the contractor, engineering and the district are starting up again to complete the project this spring. When scheduling and processes have been determined, staff will inform the board.
4. Hull Loop Project:
J-U-B will provide staking for one of the property owners so that they have a better idea as to the needed right-of-way for the project. No additional information this month.
5. Sun Up, Bennion, Finnebott Intersection Project:
Ranked #5 for funding. Staff will be watching the district's cash flow to determine if the district can move forward with the project or reluctantly not accept the funding. *
6. Watson Bridge Project:
Hydraulic evaluation is ongoing. The board can expect a summary within the next three months. No additional information this month.

*As a side note: with the given pandemic, fuel sales are down (at last report) 49% and will have a notable effect on the district's budget. This will have to be considered as the district moves forward with the desired projects.

WHD Misc. Projects

1. Koth Road ROW Status:
Attorney Weeks will be inquiring as to when this case will receive an arbitrator to complete the legal argument. No additional information this month.
2. Validation of road #20:
The hearing has been postponed until a later date due to the pandemic.

New Business

1. Sign request for Carnie Road
Addressed previously in the meeting.
2. Compensatory Time Policy
It has been the Districts policy that any compensatory (comp) time earned has to be used within 4 months, or it is automatically paid out to the employee. However, members of the crew had banked significant amounts of compensatory time, with the intention of using it for spring vacations. However, because of the pandemic much of those plans are not feasible at this time. Staff is requesting that under the unusual circumstances, the compensatory policy be temporarily changed to allow any time banked or earned to be used by the end of the fiscal year, alleviating the 4-month time constraint, but limiting the use of time to supervisor's approval.

Miller MOVED to extend compensatory use policy to end of fiscal year. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.
3. Bills Presented for Approval, and Discussion of Finances:
Miller MOVED that the bills be approved as presented on the A/P and Draw Payroll check registers. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.
4. Upcoming Meetings:
WHD Regular Meeting Wednesday, April 29, 2020
5. Commissioner Comments:
None.

EXECUTIVE SESSION

Miller MOVED to enter into executive session at 10:00 a.m. to discuss pending litigation with attorney Susan Weeks. The regular meeting will be recessed until Attorney Weeks' scheduled call at 10:00 a.m. Maynard called the roll with commissioners voting as follows: Commissioner Johnson, "aye"; Commissioner Miller, "aye"; Commissioner Cooper "aye". Howard, Richel, Howe, and Maynard were asked to attend.

Johnson reconvened the regular meeting at 10:10 a.m. No motions were made coming out of executive session.

ADJOURNMENT

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Miller MOVED to adjourn the meeting at 10:11 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:




Tomi Maynard, Deputy Clerk

APPROVED BY:



Corinne Johnson, Chairman



Date