

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
AUGUST 29, 2018  
9:00 A.M.**

**MINUTES**

Chairman James Mangan called the meeting to order at 9:00 a.m. with Commissioner Corinne Johnson and Commissioner George Miller present. Also present were Supervisor Kevin Howard, Assistant Supervisor Dustin Howe, and Clerk Carol Richel.

**Approval of Agenda**

George Miller MOVED to approve the agenda as presented. Corinne Johnson SECONDED the motion. James Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

**Conflicts of Interest on the Agenda**

Chairman James Mangan asked if any board member had a conflict of interest with any item on the agenda. Commissioners Corinne Johnson, James Mangan, and George Miller all indicated no conflicts.

**Approval of Minutes**

Miller MOVED to approve the minutes of the July 26, 2018 budget workshop, the August 7, 2018 budget workshop, and the August 8, 2018 regular meeting. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

**Budget Hearing**

Mangan opened the hearing at 9:02 a.m. Mangan asked Richel if the budget was published. She responded, it was published according to Idaho Statute. He said they would take comments from the public. There were no members of the public in attendance. Mangan said the board has discussed the budget, revenues & expenses, keeping in mind the projects to be completed on the district transportation plan and areas for improvement. The board strives to be the most effective with the amount of resources available.

The proposed budget for fiscal year 2018-2019 was presented as follows:

<b><u>ANTICIPATED REVENUE:</u></b>	
Maintenance & Operation Levy	1,372,092
Special Const/Bridge Levy	1,160,000
Ag. Equip. Tax Replacement	15,766
Tort Levy	28,467
Highway Users Revenue	1,150,000
Forest Reserve Fund	55,000
State Sales Tax	108,000
CEA Tax	20,000
Interest Income	25,000
Permit Fees	3,000
Federal Share Bridge/Spec. Const.	1,090,500
Miscellaneous Revenue	98,000
Carry Fwd: Undedicated	368,001
Dedicated: Special Road Const	1,267,910
Dedicated: Tort	0
<b>TOTAL BUDGETED REVENUE</b>	<b><u><u>6,786,236</u></u></b>

<u>ANTICIPATED EXPENDITURES:</u>	
Labor Expense	1,356,745
Administration	441,973
Commissioner's Compensation	17,000
Operating Expense	602,150
Road Maintenance	913,508
Road Construction	2,942,402
Asset Acquisitions	324,350
Tort	28,467
M&O Levy Transferred back to Cities	159,641
<b>TOTAL ANTICIPATED EXPENDITURES</b>	<b><u>6,786,236</u></b>

Commissioner Mangan MOVED that the Proposed Budget for Fiscal Year 2018-2019 be approved as presented. Clerk Richel called the roll with the commissioners voting as follows: Commissioner Johnson; aye; Chairman Mangan, aye; Commissioner Miller, aye. The motion PASSED UNANIMOUSLY.

Mangan closed the hearing at 9:05 a.m.

**Public Comments**

None.

**Old Business**

**Finnebott Bennion & Sun-Up intersections- Status Report**

Howard indicated that due to financial constraints, this project is only going to be right-of-way acquisition. Howard has been in contact with Ron Harvey who is working on the acquisition. There was a concern about a parcel of land in the Crop Rotation Program (CRP). The USDA will make an acreage adjustment for the farmer and the district will not need to buy out the CRP.

**Koth/Kioth Road- Status Report**

Howard reported this right-of-way is going back into arbitration due to the survey being contested. Miller expressed an interest in attending the arbitration. Howard will give Miller the date for the arbitration.

**Ritz Ranch- Status Report**

The district is awaiting the final plat. The location of the rights-of-way have been determined and will be represented on the plat.

**Russu Addition -- Status Report**

The district is awaiting the final plat. This will que the recoding of the resolution of the abandonment of the right-of-way.

**Brent Condie- Request to vacate/abandon additional section of Road 417**

In the process of vacating right-of-way within the Russu addition, it was determined that there is right-of-way through Brent Condie's property. He has made an informal requested that this be vacated.

## **WORK PROGRESS REPORT by Supervisor Howard**

### **ON THE ROAD**

The paved shoulders of Presley Road were hand patched.

The crew assisted Eastside Highway District and Plummer-Gateway Highway District with their seal coats. The second shot (layer) of asphalt and gravel was applied to Loffs Bay Road near the bay. It will receive a seal coat next year. WHD had received assistance during our seals from both of the aforementioned highway districts. Additionally, all of the WHD roads that received a chip seal also received a fog seal to insure chip retention and a water proof seal.

Edge stripes (aka fog lines) were painted this month. The only road remaining that needs a center line is Conkling Road. It and Cave Bay Road will need edge lines as well. This will complete the striping for the year.

A large culvert was replaced on Meadowbrook Loop.

Work began on Dower Road. The enhanced maintenance is coming along nicely.

*Mangan stated he visited the site. He said the bees were very bad and suggested that the district keep something on hand incase an employee has a reaction. Howe said the district purchase bee traps and masks for employees to wear on the smoky days.*

### **Vehicle and Equipment Repair**

Unless otherwise noted; repairs and services were accomplished at the Mica Shop.  
(ST) Shop truck, (DS) Dealer Service, (W) Worley Shop, (S) Sun Up

#### Pickups

#95 – New tires and front end work.

#### Trucks

#150 – Serviced and prepared for winter.

#170 – Replaced the radiator and cam follower gasket. Serviced and prepared for winter.

#280 – Replaced the steering wheel and repaired the starter wires.

#### Trailers

#600 – Rebuilt the deck frame.

#620 – Repaired a blown tire.

#650 – Put on new tires and replaced the jack.

#### Misc. Equipment

#805 – Chip Spreader – Replaced a conveyor belt

#855 – Single Drum Roller – Bleed the fuel system. (ST)

### **Planned work for this coming Month**

- Enhanced maintenance to Hull Loop and Dower Road.
- Replace a large culvert under Cougar Gulch Road.

**Bills presented for approval**

Mangan commented on the bill for Alta Science for the Kidd Island Road project. Howard said the project may have to be redesigned through the creek area.

Miller MOVED that the bills be approved as presented on the A/P check register and the payroll check register. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

**Upcoming Meetings**

The next board meeting will be September 12. On September 13, there is a KMPO Meeting and following that is an AHDKC meeting.

Jim Mangan said that his term will be up the end of June 2019 and he will retire at that time. Richel and Howard thanked him for his service to the district.

**Executive Session**

Citing Idaho Code 74-206 (c) Chairman Mangan MOVED that the Board enter into executive session at 9:35 a.m. Richel called the roll with the commissioners voting as follows: Commissioner Johnson, aye; Chairman Mangan, aye; Commissioner Miller, aye.

The purpose of the executive session was to discuss right-of-way acquisition. Howard, Howe and Richel were asked to stay for testimony.

**Regular Meeting reconvened**

Mangan reconvened the regular meeting at 9:57 a.m. No motions were made coming out of executive session.

**Commissioner Comments**

Mangan said he received the tentative agenda for the IAHD convention.

**Adjournment**

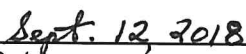
Mangan adjourned the meeting at 9:59 a.m.

RESPECTFULLY SUBMITTED BY:

  
\_\_\_\_\_  
Carol Richel, Clerk/Treasurer

APPROVED BY:

  
\_\_\_\_\_  
James Mangan, Chairman

  
\_\_\_\_\_  
Date