

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
AUGUST 10, 2022
9:00 A.M.**

MINUTES

Commissioner Corinne Johnson called the meeting to order at 9:00 a.m. with Commissioner Phil Cooper and Commissioner George Miller present. Also present were Director of Highways Kevin Howard, Deputy Director Dustin Howe; Deputy Clerk Tomi Maynard; and:

Jay Hassel, JUB
Mark Koth, Koth Rd

Kevin Frederick, Koth Rd

APPROVAL OF AGENDA

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

CONFLICTS OF INTEREST ON AGENDA

Corinne Johnson commented that she would recuse herself from any discussion regarding Swede Bay Road. George Miller and Phil Cooper each indicated no conflicts.

APPROVAL OF MINUTES

Miller MOVED to approve the minutes of the July 27, 2022, Regular Meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Miller MOVED to approve the minutes of the July 28, 2022, Budget Workshop. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Miller MOVED to approve the minutes of the August 3, 2022, Budget Workshop. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

Koth Rd

Mark Koth and Kevin Frederick were in attendance requesting an update on Koth Rd. Howard told them there are no updates at this time.

Koth and Frederick exited at 9:05 a.m.

OLD BUSINESS

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. CDA National Reserve, Major Subdivision, Loffs Bay Rd.:
Construction and inspections continue. The district received a request to add concrete curbs to the roadway. The curbs follow district standards as depicted in the Standards for the Associated Highway Districts. No additional information this month.
2. Ranch at Cougar Creek, MIN20-0057:

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

AUGUST 10, 2022

Page 2

Approved. The district has yet to receive the final plat (Mylars) for signature. The "Payment In Lieu of Construction" fee is due prior to the district signing the final plat.

No additional information this month.

3. Rocky Point Reserve, MIN20-0088:

Construction is in progress. I have visited the site in its early stage of clearing and grubbing of the organic materials. No additional information this month.

4. Ferris Landing, MIN20-0089:

Construction is in progress. I have visited the site in its early stage of clearing and grubbing of the organic materials. No additional information this month.

5. Misty Vale, MIN21-0098:

This subdivision is proposed off Vogel Road. The district's review has been given to Kootenai County Community Development. No additional information this month.

WHD Construction Projects

1. Rockford Bay Road/Loffs Bay Road (W) Intersection:

I met with JUB Engineers to review the 30% design. The design meets standards and minimizes right-of-way acquisition needs. Next will come the 50% design which will include the right-of-way needs descriptions which can be used for acquisition.

2. Hull Loop Project:

The property owner in which the district made an offer has sought legal counsel No additional information this month.

3. Sun Up, Bennion, Finnebott Intersection Project:

This job has been completed. The application for final payment is in the check run.

Miller MOVED to approve the final payment to the Contractor and close out this project. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

4. Solitaire Road:

The only task left to complete this project is the application of a fog seal.

5. Mica Creek Bridge:

Strata has completed taking bore samples and will deliver the findings. Preliminary discussions indicate that the placement of sheet pile is possible.

6. Greensferry Road & Cougar Gulch:

The topographical is done and the base map is complete. With the completion of this data collection, the design staff will begin to produce a preliminary design.

7. McAvoy Bridge:

I contacted LHTAC and find that no engineering is necessary until the project moves up the list to funding. Staff recommends removal of this item from the staff report and agenda until this project is eligible for funding.

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

AUGUST 10, 2022

Page 3

8. Greensferry Guardrail:

The State and Local Design Agreement is before the board today for signature.

Miller MOVED to sign the agreement. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

9. Right-of-way Exchange, Kootenai County Solid Waste:

Before moving forward with the proposed right-of-way exchange, staff contacted the Idaho Transportation Department to ensure that a right-in/right-out intersection with US-95 would be allowed. The district provided optional locations along the Solid Waste frontage as well as traffic volume projections provided by KMPO.

Yesterday the district received an application packet from ITD for the proposed intersection. This indicates that the request past review and is moving forward with the legal requirements for the intersection.

The next step for the district is to define by legal description the parcels for the exchange.

WHD Misc. Projects

1. Koth Road ROW Status:

No additional information this month.

2. Swede Bay Road Paving:

Telephone discussions regarding design and topographical limitation has happened. A drawing has yet to be produced for staff's review. No additional information this month.

3. 2022 Speed Study:

The speed study for Valhalla Road is complete. A copy of the results and recommendations have been provided in your packet.

Miller noted that the current posted speed on Valhalla Rd is lower than the speed study suggests and MOVED to leave the posted speed limit signs as is. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

NEW BUSINESS

1. Right-of-way Donation, Raugh Family Trust

The District has received a warranty deed prepared by H2 surveying & Engineering, LLC on behalf of Peter and Judith Raugh. The Raugh's would like to donate a section of right-of-way 30 feet wide and approximately 1300 feet long.

Miller MOVED to accept the donation. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

2. 2023 Budget

Maynard presented the budget proposal notice that will be published on the website and in the CdA Press. Johnson noted that the numbers were accurate to direction given in the workshop.

3. Loffs Bay Rd Cost share proposal

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

AUGUST 10, 2022

Page 4

Residents on Loffs Bay Rd have come forward and offered to donate up to \$130,000 to be used towards materials for the paving of Loffs Bay Rd if the District will ensure that it gets paved in 2023 or 2024.

Miller MOVED to accept the donation and schedule paving. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

4. 2023 Employee Breakfast

Staff would like direction on when and where to hold the annual employee breakfast. Miller suggested October 3rd 7:00 a.m. at the Breakfast Nook.

5. Accounts Payable and Draw check registers for approval

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.

6. Upcoming Meetings:

August 30, 2022 Commissioners Meeting and Budget Hearing

7. Commissioner Comments:

Cooper commented that he has received positive feedback regarding the chip seal in Cougar Gulch.

EXECUTIVE SESSION

None.

ADJOURNMENT

Citing no further business, Miller MOVED to adjourn the meeting at 9:43 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Tomi Maynard, Clerk

APPROVED BY:



Corinne Johnson, Chair

8.30.2022

Date