

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
August 28, 2024
9:00 A.M.**

MINUTES

Commissioner Phil Cooper called the meeting to order at 9 a.m. with Commissioner Corinne Johnson present and Commissioner George Miller present. Also present were Director Kevin Howard, Deputy Director Dustin Howe, Clerk Charyl Ragan, and Deputy Clerk Jennifer Weeks. Guests: Jerry Hanson, resident and Clint Hull, staff

Approval of Agenda

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

Conflicts of Interest on the Agenda

Cooper 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

Miller moved to approve the minutes of the August 14, 2024, regular meeting. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

Public Comments and Guest Introduction

Jerry Hanson is here to discuss with the board what he is working on with 15-16 acres of wetlands he owns. He has worked to preserve it as wildlife habitat and is now negotiating with a couple of agencies to donate the land in lieu of the agency to continue to develop as wildlife habitat. The property borders Tall Pines Rd which is narrow, and he is asking for suggestions and or assistance from Worley Highway District to help widen the road to provide a shoulder. There was not a decision or motion made on this topic, he will continue to do his work with agencies and keep in contact with the district to see what may be able to be agreed upon in the future.

Clint Hull is here to render his letter of retirement. His last day with the district will be September 30, 2024.

Public Hearing- Fiscal year 2025 Budget

Cooper opened the hearing at 9:05 a.m. The proposed budget for fiscal year 2025 was presented as follows:

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WORLEY HIGHWAY DISTRICT
PROPOSED BUDGET

October 1, 2024 – September 30, 2025

ANTICIPATED REVENUE:

Maintenance & Operation Levy	1,170,953
Special Const/Bridge Levy	2,064,019
Ag. Equip. Tax Replacement	16,832
Tort Levy	38,144
Highway Users Revenue	2,377,701
Forest Reserve Fund	0
State Sales Tax	448,810
CEA Tax	30,900
Interest Income	80,000
Development Fees	26,000
Sale of surplus equipment	25,000
Permit Fees	5,000
Federal Share Bridge/Spec. Const.	1,746,826
Miscellaneous Revenue	93,852
TOTAL ANTICIPATED REVENUE	8,124,037
Antic. Carry Fwd: Undedicated	717,167
Dedicated: Special Road Const	528,799
Dedicated: Tort	14,085
TOTAL BUDGETED REVENUE	9,384,088

ANTICIPATED EXPENDITURES:

Labor Expense	1,486,613
Administration	479,018
Employee Benefit Expenses	450,106
Commissioner's Compensation	28,800
Operating Expense	793,817
Road Maintenance	1,216,727
Road Construction	3,516,816
Asset Acquisitions	1,204,656
Tort	52,229
M&O Levy Transferred back to Cities	155,307
TOTAL ANTIC. EXPENDITURES	9,384,088
REVENUE REQUIRED	9,384,088

Commissioner Miller moved that the proposed budget for fiscal year 2025 be approved as presented. Johnson seconded. Cooper concurred. The motion passed unanimously.

Jennifer called roll, Johnson, aye, Miller, aye, Cooper, aye.

Old Business

Koth Road

Attorney waiting on date for mediation. No new information this month.

Rockford/Loffs Intersection

Contractor work was paused for 2 weeks to allow for Kootenai Electric to move power poles to the newly prepped areas, this has been completed and the contractor work has resumed. There is a meeting onsite today to discuss progress.

Kidd Island Project-ROW Acquisition

This project is slated for construction in 2028.

Greensferry Guardrail

Scheduled for construction 2025

Cougar Gulch project

Monday 8/26/24, Kevin did a walk through with the contractor. The contractor has a punch list of items to complete before final sign off and payment will be made.

New Business

MCAVOY bridge-LHTAC Agreement

Johson moved to accept the agreement. Miller seconded. Cooper concurred. The motion passed unanimously.

Resolution #2024-05 Compensation of Commissioners

Miller moved to sign resolution 2024-05 Commissioner Compensation. Johnson seconded. Cooper concurred. The motion passed unanimously.

Jennifer called roll, Johnson aye, Miller aye, Cooper aye

Work Progress Report

On The Road

The crew constructed an approach for Kootenai Electric as a replacement to the access that was removed during the construction of the Finnebott Road and Bennion Road intersection.

The last fog seal of the season was applied to Loffs Bay Road where the participation project was constructed.

The crew patched and leveled rutting on several paved roads with Hot-Mix Asphalt.

Striping of centerline was completed on August 12th. The edge lines and other pavement marking were completed on August 22nd. This includes the assistance to East Side Highway District and Plummer/Gateway Highway District.

Gravel was hauled from the Ford Pit to the Mica pit to replenish the stockpile there.

Some of the crew worked in the yard at Sun Up to level the ground for easier maintenance.

A "curve ahead" warning sign and placard of 15 MPH were placed at the eastern end of Bennion Road to prepare drivers for the transition from the public road to the privately maintained road just around the corner.

Culverts were replaced on Idaho Rd., Sunny Slopes, Bitter Rd. and Rolling Hills Rd.

Concrete was placed to seal the failing bottoms of the two arched culverts on Sunny Slopes Road.

Training was provided for the crew on the operation of the district's new mower tractor.

The crew pumped concrete to repair Roecks Rd. bridge.

Planned work for this coming Month.

Ditching and other stormwater conveyance as needed.

Grading of graveled roads as weather dictates.

Replace several culverts on Rolling Hills as needed for the planned enhanced maintenance.

Preparation for the culvert/fish passage project with the CDA Tribe.

In The Shops

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

Accounts payable register presented for approval.

Miller moved that the bills be approved as presented. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

Upcoming Meetings

September 11, 2024, WHD Board Meeting 9 am

September 12, 2024, KMPO 1:30 pm

September 25, 2024 WHD Board meeting 9 am

Commissioner Comments

none

Miller motioned to go into executive session at 10:04 am for Pending Litigation, Idaho Code 74-206 (1) (f), Johnson seconded. Cooper concurred. The motion passed unanimously. Jennifer called roll, Johnson aye, Cooper aye, Miller aye.

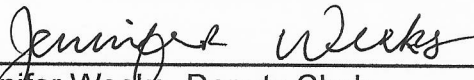
The regular meeting resumed at 10:33 am

No motions were made from executive session discussion.


Adjournment

Citing no further business, Miller moved to adjourn the meeting at 10:33 a.m. Johnson seconded the motion. Cooper concurred. The motion passed unanimously. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:

 _____
Jennifer Weeks, Deputy Clerk Date 9/11/2024

APPROVED BY:

 _____
Phil Cooper, Chair Date 9/11/2024

WORLEY HIGHWAY DISTRICT
RESOLUTION 2024-05

COMPENSATION OF COMMISSIONERS

WHEREAS, Idaho Code 40-1314, Compensation of highway district commissioners, officers, agents and employees, requires the board of highway district commissioners of each highway district to fix the annual salaries of the commissioners commencing on October 1 and for the next ensuing year, and

WHEREAS, Idaho Code 40-1314, became effective July 1, 2002,

NOW THEREFORE BE IT RESOLVED, that beginning October 1, 2024 and for the 2024-25 fiscal year, the Worley Highway Board of Commissioners shall be compensated as follows: Compensation of eight hundred dollars (\$800.00) shall be paid for each commissioner each month.

All other expenses shall be paid in addition to their compensation, upon the presentation of itemized vouchers, signed by the commissioners on a quarterly basis. Vouchers must be turned in by the **15th day** of the month following the close of each quarter (Closing months December, March, June, & September). Statements turned in after this date will not be eligible for reimbursement.

FURTHERMORE, WHEREAS Highway District Commissioners are considered employees of the District, as per Idaho Code 40-1314(4), and the District's Personnel Policy manual states that the district will provide health, vision, dental, and life insurance for employees,

THEREFORE, BE IT FURTHER RESOLVED that Worley Highway District will pay the premiums for medical, vision, dental, and life insurance for the District Commissioners.

RESOLVED this 28th day of August, 2024.

**WORLEY HIGHWAY DISTRICT
BOARD OF COMMISSIONERS**


Philip Cooper, Chair


George Miller, Commissioner


Corinne Johnson, Commissioner

ATTEST:


Charyl Ragan, District Clerk/Treasurer