

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
DECEMBER 12, 2018
9:00 A.M.**

MINUTES

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

Greg Mills, HMH
Jay Hassell, JUB
Mike Talbot, RCIH
Ann Seddon, Hull Loop

GE Siegford, HMH
Kyle Capps, Rock Creek
Richy Schoener, Hull Loop
John Herndon, Rock Creek

APPROVAL OF AGENDA

Mangan **MOVED** to approve the agenda as presented. Miller **SECONDED** the motion. The motion **PASSED UNANIMOUSLY**.

CONFLICTS OF INTEREST ON AGENDA

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

APPROVAL OF MINUTES

Miller **MOVED** to approve the minutes of the November 28, 2018 regular meeting. Johnson **SECONDED** the motion. Mangan **CONCURRED**. The motion **PASSED UNANIMOUSLY**.

PUBLIC COMMENTS

None.

Kootenai County Community Development

By Road Supervisor Kevin Howard

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

Susan Weeks has begun legal action to settle this matter. **No additional information this month.**

2. The Club at Rock Creek, Major Subdivision:

The final walkthrough of the internal roads was conducted by JUB on behalf of the district. There were only a couple minor concerns. Kootenai County has been given an email as to the condition and that the district has no objection to approval of Phase 2 with the recommended corrections.

Before the Board are the mylars, presented for signature, previously approved by Kootenai County Commissioners. All of the District's concerns have been met, Howard recommends signing the mylars at this time.

Miller **MOVED** to approve signing the Mylars for the Club at Rock Creek 2nd Addition. Johnson **SECONDED**. Mangan **CONCURRED**. The motion **PASSED UNANIMOUSLY**.

Capps, Talbot and Herndon exited at 9:08 AM

3. Russu Addition, MIN17-0021:

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I have checked with Kootenai County and the status states "Pending Surveyor Review" as of September 7, 2018. **No additional information this month.**

4. York Subdivision:

I have checked with Kootenai County and the status is "Pending Surveyor Review" as of July 6, 2018. **No additional information this month.**

Before the board are the mylars, presented for signature. All financial requirements have been met, as have all of the Districts concerns regarding the subdivision. Howard recommends signing the mylars.

Miller MOVED to approve signing the Mylars for York Subdivision. Johnson SECONDED. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Richy Schoener and Ann Seddon entered at 9:09 AM

5. Ritz Ranch, Minor Subdivision:

I have checked with Kootenai County and the status states "Mylar Pending" as of September 7, 2018. **No additional information this month.**

6. Lakeside Condominiums, modification:

The district is waiting for the final plat (Mylar) to come before the board for signature. **No additional information this month.**

7. Mica View Estates, Replat of Lots 1 & 2:

The Final Plat (Mylar) has been delivered and district's signature requested. The change in the plat is to address access to US Highway 95. The only effect to the district is that this will reduce the anticipated traffic on Dower Road. **No additional information this month.**

8. Lake Vista Estates:

The developers engineer has contacted the district asking for the field notes for the public right-of-way (ROW) adjacent to or through the subject property. The ROW will be shown on the plat if in fact it is adjacent to or through the property. **No additional information this month.**

9. Timber Shores, Minor Subdivision:

The district has received the latest correction to the plat. The districts concerns have been met. There is an outstanding balance on the review fees. Once paid, staff will have no objection that would prevent the board from signing the Final Plat Mylar. **No additional information this month.**

WHD Construction Projects

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

JUB's survey staff is putting together the support information so that the district can renew its request for right-of-way due to the change in ownership on that parcel. Additionally, the STP-Rural grant application and support information is being prepared to be submitted. **No additional information this month.**

An offer to purchase was sent regarding the final piece of ROW the District needs to obtain in order to be prepared for construction on this project. The property in question is under new ownership. The Board will be updated when a response is received.

2. Kidd Island Road Project: Status Report

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JUB has entered into a supplemental agreement to support LHTAC and other consultant environmental work. JUB, LHTAC and the environmental consultants will be working together to create a final design for the portion of the road that is close to Kidd Creek. **No additional information this month.**

3. Finnebott, Bennion & Sun Up Intersections:

The district is in the process of finalizing the documents needed for recording the purchase of the additional rights-of-way.

Application for Local Strategic Initiative Funds has been sent.

4. Watson Road Slide:

I have been in contact with PJ Watters. She is not available for a meeting until January. I have an email out to JUB to see if the discussion can wait until January or shall staff and JUB produce the information for PJ to study and have our conversations over the phone or by email.

5. Hull Loop Project:

JUB has sent mailed notice to the property owners adjacent to Hull Loop where surveying will be necessary for design purposes.

Ann Seddon and Richy Schoener attended to ask questions, as a result of the mailing sent by JUB. Seddon and Schoener interpreted the drawing in the mailing, as the ROW that the district was seeking to obtain. Mangan and Howard clarified that the District and JUB are only asking for temporary access to the areas indicated in the drawing. When designing improvement plans for any road, topographical information is gathered adjacent to the right-of-way. This is done, so that engineers can design a plan that fits the area the road will lie in, minimizing the need for future repairs, and the impact on surrounding properties. Seddon and Schoener further inquired why the curve near the Schoener property was the only one being improved. Howard explained that there are several curves on Hull Loop, not just the one neighboring the Schoener property, that are being studied, and that will eventually be straightened when budgeting allows. Seddon also questioned why the road is being designed to withstand more traffic for further development, when there is already a water shortage issue in the area. Howard stated that at this time no lanes are being added, and the road is not being widened. The District goal with this plan is simply to improve sight distance at a few troublesome corners, to make it safer for current residents and future drivers of the roadway alike.

6. Rockford Bay Road STP-Rural Funding Application:

The application is being put together. When planning for this project several years ago, it was thought it would be affordable to go from US-95 to the marina. In costing recent projects in the area, it was determined that the project be shortened to the Rockford Bay and Loffs Bay intersection in order for the application to be competitive. It is at that point that the traffic volumes split nearly equally in both directions.

Mangan commented that he is hopeful that breaking this large project into smaller sections, will also allow the District to include a safer intersection at Watson Road and Rockford Bay Road in the future.

WHD Misc. Projects

1. 2018 LHSIP Grant – Delineators & Signage:

I have inquired at LHTAC as to the status of the grant. No word as of yet.

2. Koth Road ROW Status:

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The survey has been completed. There are still some concerns regarding constructability of a road. JUB will create a few rudimentary options to construct. As such, the information will help the district in choosing a direction to take.

3. Greensferry Speed Study:

Data has been collected. The results of that data will be presented to the board at a later date. The district's consultant has placed this on hold until other tasks with a tighter time limit have been completed.

4. Validation of road #20:

Staff has received notice that Scott Poorman requested an extension and the Court granted it.

New Business

Approval of Road and Street Report

District Clerk Carol Richel presented the annual road and street financial report for the board to review and approve.

Miller MOVED to approve the annual road and street financial report. Johnson SECONDED. Mangan CONCURRED. Motion PASSED UNANIMOUSLY.

Termination of Kootenai County Noxious Weed Roadside Spray Program

Staff has been notified, that after assessing the costs of this program, Kootenai County has made the decision to stop facilitating the application of weed spray for properties not owned by the County. They gave Worley Highway District 70% of what they have paid on average each year, to allow the district to oversee its own spraying for the remainder of this fiscal year. Going forward this cost will have to be included in the district's annual budget.

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. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

UPCOMING MEETINGS

Miller MOVED to reschedule the end of month meeting from the 26th of December to the 27th. Johnson SECONDED. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

December 13 1:30 PM KMPO

December 24 11:00 AM Staff Christmas Potluck

December 27 9:00 AM WHD Meeting

Mangan recessed the meeting for a break at 10:04.

Mangan reconvened the meeting at 10:21

COMMISSIONER COMMENTS

None

EXECUTIVE SESSION

Citing Idaho Code 74-206 (c) Chairman Mangan MOVED that the Board enter into executive session at 10:22 a.m. Maynard called the roll with the commissioners voting as follows: Commissioner Johnson, aye; Chairman Mangan, aye; Commissioner Miller, aye.

Mangan reconvened the regular meeting at 10:58 AM

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The purpose of the Executive session was to discuss Right-of-Way acquisition.

The Board did not make any motions coming out of executive session.

ADJOURNMENT

Mangan adjourned the meeting at 10:59 a.m.

RESPECTFULLY SUBMITTED BY:

Tomi K. Maynard

Tomi Maynard, Administrative Assistant

APPROVED BY:

James Mangan

James Mangan, Chairman

Dec. 27, 2018

Date