

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
JANUARY 30, 2018
9:00 A.M.**

MINUTES

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

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 January 10, 2018 regular meeting. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Old Business

Finnebott Bennion & Sun-Up intersections- Status Report

Howard will be meeting with JUB this afternoon to obtain right-of-way maps, and info on the affected property owners at that time.

La Delcardo Bay Rights-of-Way- Status Report

Howard reported that the lawsuit that had placed this item on the agenda is not moving forward. The statute of limitations has passed for the claim to be filed against the district. In the event that it becomes necessary again, the District's attorney is prepared to defend the legality of the District's actions and is reasonably confident in the outcome. The board agreed to remove this item from the agenda.

Koth/Kioth Road- Status Report

Updates from Susan Weeks indicate that this issue is resolved. Mangan indicated that it is resolved from a legal standpoint, but on our end, there is still work to be completed. The Board wants the issue to remain on the agenda until the survey and marking of the original right of way is completed.

Staff Report by Supervisor Kevin Howard

ON THE ROAD

The crew performed typical winter maintenance throughout the month of January. Snow was plowed and sand applied when needed. Magnesium Chloride (mag) was applied to the paved collector roads prior to some of the weather events and on frosty days. The mag has been beneficial in reducing the snow floor buildup, reducing slick roads on frosty mornings and helping the retention of sanding

materials (a huge reduction in sanding material blowing off of the road by the traffic). There were periods when it was required of the crew to work overtime to complete the tasks.

Between weather fronts, the crew repaired surface damage to the roadways due to water (i.e. small washes, potholes, etc.). Additionally, crews cleaned debris from windfall trees and cleared brush from the roadsides.

When time and weather allowed, some ditches were cleaned with the tractor mounted ditching head and culverts cleared.

Hull Loop developed a soft spot that required excavation and build up with geotextiles and crushed rock. *Mangan inquired the length of the soft spot. Howe reported a 100-foot length and 18 to 24 inches of depth.*

The purchases of a new pickup and a used truck for the paint striper were made.

Vehicle and Equipment Repair

(ST) Shop truck
(DS) Dealer Service
(W) Worley Shop
(S) Sun Up

Pickups

#10 – Serviced.
#40 – This is the district's newly purchased pickup. It is being set up to be placed in service.
#45 – Serviced and replaced a headlight.
#65 – Replaced front wheel bearings, ball joints and control arms. Front brakes were replaced and the pickup went in for an alignment.
#80 – The slip tank transfer hose was replaced and the communications radio antenna repaired.
#85 – Serviced and replaced the slip tank transfer hose.

Trucks

#100 – Repaired electrical power to the mag applicator.
#115 – Repaired windshield wiper mechanism, replaced rear tires and wheels, adjusted the clutch.
#145 – Repaired and electrical issue, repaired a fuel system venting issue, rebuilt plow angle cylinders, replaced the lade cutting edge.
#150 – Adjusted the clutch linkage.
#155 – Replaced the alternator belt, hydraulic hose, brake airlines and plow cutting edge.
#160 – Adjusted the clutch and replaced the clutch brake.
#165 – Replaced the block heater.
#175 – Repaired a wiring issue.
#185 – Replace a headlight and repaired the sander body sprockets.
#190 – Checked and tightened lug nuts. (S)
#205 – Serviced, repaired windshield wiper system, replaced belts, replaced cab lights, replaced hood latch.
#235 – Serviced and repaired the backup alarm.
#245 – Serviced.
#290 – Checked out and readied for service.

Motor Graders

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#300 – Serviced. (S)

#305 – Built a tow hitch, fixed sheer pin bracket for the snow wing.

#340 – Replaced the block heater. (W)

Wheel Loaders

#445 – Rebuilt the roller attachment.

Paver

#820 – Replaced the broken track pads.

Planned work for this coming Month

- Winter Maintenance
- Ditching; if and when weather allows.
- Brush cutting

Proposed changes to the Right-of-Way Map

Deputy Clerk Susan Kuykendall entered at 9:23. Kuykendall provided a map for discussion. Kuykendall has been working, at the boards direction, to create a map that displays all of the different types of Right-of-Way as well as the road surface types. The Board provided feedback and encouraged Kuykendall to continue refining the map.

Letter to Kootenai County Board of Commissioners

A request was made at the last association meeting, for all of the district supervisors to work together in writing a letter to Kootenai County Board of Commissioners addressing the removal of Highway Districts from the review process for subdivisions that are not immediately adjacent to District roads. The Board is reviewing the current draft and hopes to see final revisions and proceed with a motion to sign the letter at the next meeting.

Bills presented for approval, and Discussion of Finances

Mangan questioned the charge paid to Cummins Northwest. Howard and Howe explained that is for computer software that allows the shop to read computer diagnostics and set engine parameters.

Miller MOVED that the bills be approved as presented on the check registers. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Upcoming Meetings

The District CIP workshop is on February 7 at 8:00 AM. There is a KMPO meeting next Tuesday February 8. The next regular board meeting is February 14.

Commissioner Comments

None.

Adjournment

Chairman Mangan adjourned the meeting at 10:03 a.m.

RESPECTFULLY SUBMITTED BY:

Tomi K. Maynard
Tomi Maynard, Administrative Assistant

APPROVED BY:

James Mangan
James Mangan, Chairman

February 27, 2018
Date