

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
JULY 14, 2021
9:00 A.M.**

MINUTES

Commissioner Corinne Johnson called the meeting to order at 9:00 a.m. with Commissioners George Miller and Phil Cooper present. Also present were Director Kevin Howard; District Clerk/Treasurer Carol Richel; Deputy Director Dustin Howe; Deputy Clerk Tomi Maynard; and:

Angela Comstock, JUB
Matthew Bright, Espinazo Drive

Pamela Bright, Espinazo Drive

APPROVAL OF AGENDA

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

Corinne Johnson, Oath of Office – District 2 Commissioner

Corinne Johnson swore an Oath of Office as elected Commissioner of Sub-District 2 of Worley Highway District. Her 4-year term of office commenced July 1, 2021.

Reorganization of Board - Retain or Dissolve Board Positions

Miller MOVED to dissolve the board. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Director Howard called for nominations for Chairman of the Board. Miller nominated Corinne Johnson. No other nominations were made. Cooper SECONDED the nomination. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Cooper nominated Miller for Vice Chairman of the Board. No other nominations were made. Johnson SECONDED the nomination. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

Johnson NOMINATED Phil Cooper for Secretary/Treasurer of the Board. No other nominations were made. Miller SECONDED the nomination. Cooper CONCURRED. The motion PASSED UNANIMOUSLY.

CONFLICTS OF INTEREST ON AGENDA

Chairman Corinne Johnson 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 June 29, 2021 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

Matt and Pam Bright introduced themselves.

Priority items for attendees from New Business

Matt Bright, Espinazo Road Sign Request

Matt Bright is in attendance to request a Dead End or No Outlet sign on Espinazo Dr. He presented a petition signed by neighbors, as well as several pictures of the area in question. Bright makes this request as they are seeing considerable traffic, which often includes construction equipment, on Espinazo trying to access Meadowbrook Loop and Cougar Estates. This road does not connect, and drivers are forced to turn around in driveways, often with much difficulty.

Miller MOVED to direct staff to erect signs wherever they deem appropriate indicating No Outlet, Dead End for Espinazo Drive. Cooper SECONDED. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Matt and Pam Bright exited at 9:15 am.

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. The Club at Rock Creek, Major Subdivision, Loffs Bay Rd.:
JUB has been employed to perform the roadway construction inspections for Worley Highway District. **No additional information this month.**
2. Jaeger and King, Minor Subdivision, MIN19-0063:
Recap: the financial responsibilities to the district have yet to be met. Once the responsibilities have been met, the district can sign the plat when presented. **No additional information this month.**
3. Section Twenty One Acres, Minor Subdivision:
Staff has been working with the developer to ensure that the district's comments are addressed on the final plat for proposal.
4. Axis Cove 1st Addition, Minor Subdivision:
This proposed subdivision is accessed via Hull Loop. The district has completed its review and commented to Kootenai County Community Development. **No additional information this month.**
5. Ranch at Cougar Creek, Minor Subdivision:
This proposed subdivision is adjacent to Clementson Road. The district has completed its review and commented to Kootenai County Community Development. **No additional information this month.**
6. Farup Estates, Minor Subdivision:
This proposed subdivision is accessed via Cottonwood Road. The district has completed its review and commented to Kootenai County Community Development. **No additional information this month.**

7. Rocky Point Reserve, Minor Subdivision:

This proposed subdivision is accessed via Loffs Bay Road. The district has completed its review and commented to Kootenai County Community Development. **No additional information this month.**

8. Farris Landing, Minor Subdivision:

This proposed subdivision is accessed via Loffs Bay Road. The district has completed its review and commented to Kootenai County Community Development. **No additional information this month.**

9. Williams Estates, Minor Subdivision:

This proposed subdivision is adjacent to Weniger Hill Road. The district has completed its review and commented to Kootenai County Community Development. **No additional information this month.**

WHD Construction Projects

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

This project ranked in the ninth position for the STP - Rural Funding. The ranking is for Fiscal Years 2021 – 2027. Sponsors will be notified as funding comes available and by order of ranking. **No additional information this month.**

2. Kidd Island Road Project: Status Report

The pavement ride was evaluated; some minor corrections will need to be made. The stream bed repairs have yet to be performed. Utilities are on notice to complete the relocation of their facilities. The district finally made it to the top of schedule for the appraisers that were hired to finalize the right-of-way acquisition. They began this week to complete the five acquisitions.

3. Watson Road Slide:

Legal Counsel is working to obtain a “right to enter” on one parcel so that the project can be completed. Additionally, a separate parcel that will require some work to reach completion has sold. The district has reached out to the new owner to discuss what needs to be done there. **No additional information this month.**

4. Hull Loop Project:

I have received the data necessary to calculate offers to the parcel owners. There is one in particular that I recommend the district finalize as soon as possible.

Miller MOVED to direct staff to move forward with the ROW acquisition on this project. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

5. Sun Up, Bennion, Finnebott Intersection Project:

This project is moving along at a good pace. The blasting is complete. The rock produced from the blasting of Finnebott Road is being used as fill for a portion of Sun Up Bay Road.

6. Watson Bridge Project:

The approach and abutment design are complete. Staff and JUB found that the cost to weld together the district's used bridges is not cost effective given that it would exceed the cost of purchasing a new bridge. **No additional information this month.**

7. Wellers Black Rock Park:

The property owner that wishes to build a Fire District approved driveway within the Wellers Black Rock Park Right-of-Way is still in discussion with Worley Fire District. **No additional information this month.**

WHD Misc. Projects

1. Koth Road ROW Status:

The district's Attorney, Susan Weeks, would like to visit with the board in executive session when schedules allow.

2. Validation of Road #20:

JUB has completed the survey of the portion East of the intersection of Sunny Slopes Road and Malone Road. In late summer or early fall the district will rough in the alignment to monument its existence. **No additional information this month.**

3. AHDKC Fee Study:

July 28, 2021 public hearing.

4. Request for Abandonment, Millhorn Farms LLC

August 11, 2021 public hearing.

NEW BUSINESS

1. Matt Bright, Espinazo Road Sign request

This item was addressed previously in the meeting.

2. Request to transfer PILC funds, Bennion & Finnebott to Special Construction

Richel requested to transfer funds from both the Bennion and Finnebott special construction accounts, to go towards the progress payment to the contractor for the current construction project.

Miller MOVED to approve the transfer funds as requested. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

3. Annual Convention

Richel asked for a head count of guests who would be attending the kick off dinner or gala banquet. She also confirmed that Deputy Clerk Maynard would be attending the Clerks Day portion of the convention.

4. Accounts Payable and Draw check registers for approval

Cooper MOVED that the bills be approved as presented on the A/P and Draw Payroll check registers. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

5. Upcoming Meetings:

KCATT July 27 at 8:00 am.

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

JULY 14, 2021

Page 5

WHD Regular Meeting July 28 at 9:00 am.
WHD Budget Workshop July 29 at 9:00 am.

6. Commissioner Comments:
None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Citing no further business, Miller MOVED to adjourn the meeting at 9:30 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Tomi Maynard, Deputy Clerk

APPROVED BY:

Corinne Johnson, Chairman

Date