

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**July 27, 2022**  
**9:00 A.M.**

**MINUTES**

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

Holly Edwards, Westway Dr  
Annette Crawford, Westway Dr  
Alan & Marcy Rich, Westway Dr  
Todd Nelson, Westway Dr  
Jim Barton, Westway Dr  
Cheryl Olberding, Westway Dr

Tarie Zimmerman, Westway Dr  
Blane Crawford, Westway Dr  
Clayton Lowe, Westway Dr  
Greg Pindras, Westway Dr  
Allen Olberding, Westway Dr  
Bill Flerchinger, Captain Kidd Association

**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 the Agenda**

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 July 13, 2022 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Public Comments and Guest Introduction**

None.

**Priority Items for Attendees**

**Westway Drive, Encroachment Complaint**

Discussion continued regarding the travel trailer parked partially on the Westway Dr right-of-way (ROW). Johnson shared that the Board visited the site of the trailer to gain a better understanding of the issue. She acknowledged that the trailer body is still encroaching slightly, and the slide out more so into the ROW. She noted however that there were numerous cars and boat trailers in the immediate vicinity that were also encroaching on the ROW. Several audience members shared the viewpoint that the encroachment of vehicles and boat trailers is different from the presence of an occupied trailer. Johnson suggested that a call to the District's legal counsel for direction might be in order.

Miller MOVED to direct Howard to contact Susan Weeks' for direction on permitting the travel trailer to remain only until September 31. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

All those present for the Westway Drive item exited at 9:33 a.m.

**Bill Flerchinger, Captain Kidd Association, Sign request**

Flerchinger is representing the Captain Kidd Association to request a "watch for pedestrians" sign on Kidd Island Road in the vicinity of Westway Drive. Flerchinger and other Association members are concerned that drivers may not be watching for pedestrians and that someone may get hurt. Howard noted that WHD has only ever added signs with direction for motorists when enough requests are made to indicate that the community is overall in agreement with the request. This has historically been done

## BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

JULY 27, 2022

Page 2

either by signed petitions or individual letters, physical or digital. Johnson agreed that following this procedure would be wise.

Miller MOVED to direct staff to move forward with sign placement if there is viable support received. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

### **Old Business**

#### **Koth/Kioth Road**

No updates at this time.

#### **Kidd Island Road Project**

No updates at this time.

#### **Greensferry/Cougar Gulch intersection traffic control**

Howard is meeting with JUB this afternoon to discuss this project and others.

#### **Sun Up, Bennion, Finnebott**

Staff is working on closing this project out.

#### **Potential Right-of-Way (ROW) exchange, Kootenai County Solid Waste**

All of the information on this has been forwarded to ITD. Howard will bring their response for consideration by the Board when it is received.

#### **Westway Drive, Encroachment Complaint**

Addressed previously in the meeting.

### **New Business**

#### **Bill Flerchinger, Captain Kidd Association, Sign request**

Addressed previously in the meeting.

#### **Memorial area discussion**

Following the passing of long time Clerk/Treasurer Carol Richel staff suggested creating a combination memorial and outdoor area that can be utilized for safety meetings and other District needs in the future. Maynard outlined a concept for this area that utilizes a remaining rest area structure and would allow room for honoring other District employees and partners in the future as necessary.

Miller MOVED to have staff proceed with the purchase of a picnic table and plaque for the proposed memorial. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

#### **Idaho Code Books**

The District has had a longstanding subscription for Idaho Code books. This was to ensure compliance with statutes that require all governmental entities to provide the public with access to Idaho code upon request. At this time all Idaho code is also cataloged on the legislature website and is far more convenient to navigate. Johnson asked how many times in the last 5 years a member of the public has requested access to the code books. Howard indicated that there had not been anyone in many years.

Cooper MOVED to cancel the subscription for Idaho Code Books. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Work Progress Report**

**ON THE ROAD**

**By Director Howard**

The crew patched, swept, washed and in every aspect prepared the road surfaces in the Cougar Gulch and Espinazo Road areas for seal coating. The equipment was made ready as well.

Roadside mowing was accomplished district wide.

A tree was removed from the edge of Stach Road. It had been damaged by lightening some time ago and was now proving to be a hazard.

Some of the district crew assisted East Side Highway District with its chip seal.

The crew has been applying Chip Seals in the Cougar Gulch and Espinazo Road areas. They seem to be completing the process at a record pace. Many positive comments from the crew regarding the addition of the new-to-the-district oil distributor truck. East Side Highway District assisted WHD with the Seal Coats. Four men came in on Friday, July 22<sup>nd</sup>, to sweep any excess chips from the job.

**IN THE SHOPS**

- Miscellaneous general maintenance, i.e lights, wipers, fluid checks, etc.

**Planned work for this coming Month**

- Continue seal coats on paved roads.
- Hot mix asphalt patching.
- Pavement marking paint.

**Accounts payable and payroll check registers presented for approval**

Miller MOVED that the bills be approved as presented on the A/P check register and the payroll check register. Johnson SECONDED the motion. Cooper CONCURRED. The motion PASSED UNANIMOUSLY.

**Upcoming Meetings**

July 13<sup>th</sup>, 2022 - 9:00 am - WHD regular meeting

July 14<sup>th</sup>, 2022 - 1:30 pm - KMPO

**Executive Session**

Miller MOVED to enter into executive session under IC 74-206 to discuss subsection (c) ROW acquisition. Maynard called the roll with the commissioners voting as follows; Commissioner Cooper, aye; Commissioner Johnson, aye; Commissioner Miller, aye. The motion PASSED UNANIMOUSLY. The board entered executive session at 10:09 a.m. requesting Howard, Howe and Maynard stay for discussion.

Johnson reconvened the regular meeting at 10:29 a.m. No motions were made coming out of executive session.

**Commissioner Comments**

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

JULY 27, 2022

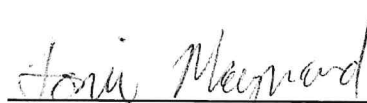
Page 4

Johnson asked if a staff gathering would be received or attended well by the crew. Howe indicated that he would poll the crew and let her know.

**Adjournment**

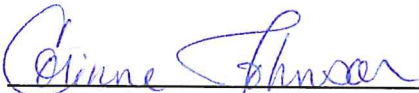
Citing no further business, Miller MOVED to adjourn the meeting at 10:31 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:

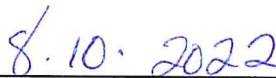


Tomi Maynard, District Clerk

APPROVED BY:



Corinne Johnson, Chair



Date