

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
JULY 29, 2020
9:00 A.M.**

MINUTES

Vice-chair George Miller called the meeting to order at 9:00 a.m. with Commissioner Phil Cooper present. Commissioner Johnson was absent. Also present were Supervisor Kevin Howard, Assistant Supervisor Dustin Howe, District Clerk/Treasurer Carol Richel, Deputy Clerk Tomi Maynard and:

Jeff Wood, Alamo Excavating
Ronald Green, Potter Road
Norman Thomson, Vanilla Court

Todd Giblette, Potter Road
Norman Ferguson, Potter Road
Rebecca Thomson, Vanilla Court

Some participants utilized Zoom to attend the meeting. Any participants who participated but did not identify themselves will not be listed.

Approval of Agenda

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

Conflicts of Interest on the Agenda

Miller asked if any board member had a conflict of interest with any item on the agenda. Commissioners Phil Cooper and George Miller both indicated no conflicts.

Approval of Minutes

Cooper MOVED to approve the minutes of the July 8, 2020 regular meeting. Miller SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments and Guest Introductions

None.

Jeff Wood, Swede Bay Road, Maintenance Permit

There is a large section of Swede Bay Road that belongs to the public. Wood is in attendance today to represent several property owners who live on Swede Bay Road, who are asking for a permit to allow them to improve this public right-of-way (ROW). Property owners would like to improve this stretch, to allow for better accessibility for emergency services, as well as drivability for property owners. Howard commented that there is upwards of 200 feet of public ROW in the area that Wood is referring to, that is not currently maintained by the District. He added that Wood has worked successfully with the District in the past and produced quality work.

Cooper MOVED to direct staff to issue a permit to allow improvement on the public portion of Swede Bay Road. Miller SECONDED the motion. The motion PASSED UNANIMOUSLY.

Wood exited at 9:15 AM

Potter Road, Request for Maintenance

Potter Road is a private road off of Hamaker Road. Giblette, Green and Ferguson are here to represent themselves and several other property owners on Potter Road, who would like to find out what it would take to have Potter Road accepted and maintained by the District. Howard shared that this right-of-way would have to meet Associated Highway Districts of Kootenai County (AHDKC) Standards before it could be accepted by the District, and it does not currently. Any variance on AHDKC standards would have to be approved by the board. Howard estimated that the cost to bring the stretch of roadway in question up to standard could be around \$500,000. Green commented that the group of approximately 10 families would likely not be able to shoulder the cost.

Ferguson, Green and Giblet exited at 9:36 AM.

Vanilla Court, Variance Request

Norm and Carrie Thomson are requesting a variance on setback requirements. After discussion, the Board agreed that they could not come to any decision until they visited the parcel in question and were provided plans to ascertain the extent of the variance. This item will be added to the agenda for the next Board meeting.

The Thomson's exited at 9:47 AM

Old Business

Koth/Kioth Road

No updates on this item.

Wellers Black Rock Park, Public Right-of-Way

Howard presented drawings labeled Tenold Driveway. These driveway plans do not appear to meet highway district standards. Howard is requesting that the board consider allowing JUB to review the plans and provide feedback.

Cooper MOVED to have JUB review the plans. Miller SECONDED the motion. The motion PASSED UNANIMOUSLY.

The Club at Rock Creek, Loffs Bay Road discussion

Construction is underway. JUB has been present on the Districts behalf at all key inspections.

Kidd Island Road Project

The Kidd Island road project has seen great progress. Unfortunately, it has been completely shut down for now, while the contractor waits for utility providers to relocate their lines. Work will continue when that is complete. Howard added that Cody at Knife River has been very responsive and done a great job of communicating and documenting the situation.

New Business

Retaining wall/guardrail request, Peninsula Drive

There is an A frame on peninsula drive, that backs up to Kidd Island Road. This structure is extremely close to roadway, and when District crews plow, the snow berm ends up against the house. The property owner has requested that the District find a way to keep snow from being

plowed up against the house. The Board indicated that they would need to visit the location before making a decision. This item will be placed on the agenda for the next Board meeting.

Jeff Woods, Swede Bay Road, Maintenance Permit

Addressed previously in the meeting.

Potter Road, Request for Maintenance

Addressed previously in the meeting.

Vanilla Court, Variance Request

Addressed previously in the meeting.

Cougar Gulch, Goose Crossing Sign

The District received, and declined, several requests to install wildlife crossing signs on Cougar Gulch Road, because several geese have been hit and killed. The District does not make a practice of installing wildlife crossing signs because all of the roads within the District are subject to wildlife crossing, due to the rural setting. Someone had signs made and installed within the ROW, that read "Please slow down" with images of geese and other water fowl. These signs do not bear any resemblance to official traffic control signs in shape, style, or color, which means they could conceivably be allowed to remain, but nobody obtained a permit to install them. Howard is requesting direction from the Board on how to handle the situation. It was staffs hope that placing this item on the agenda would bring a phone call, or meeting attendee to claim ownership of the signs. The Board directed staff to remove the signs, while making every reasonable effort to prevent damage, and wait for the parties who purchased the signs to contact the District. The Board has no objection to staff issuing a seasonal permit for placement of those signs during spring and/or summer season.

Work Progress Report

ON THE ROAD

A 5ft diameter culvert was replaced on Conkling Park Drive.

Chip seals in the Mica Flats and Kidd Island Bay area have been completed. Time was spent in preparation for the seals, this included the washing and sweeping of each road. Following the chip seal application, the roads were swept again, and a fog seal applied to assist in chip retention. Again, much appreciation goes out to East Side Highway District for their assistance in the seal coats. WHD will be helping them with theirs next week.

The district assisted Kootenai County Sheriffs Office's with the recovery efforts of the horrific plane crash over Lake Coeur d'Alene by providing signage and notification of closed boat launches as needed by them.

The painting of pavement markings began this month. Freshly painted yellow center lines and white edge lines have been going down quickly. It is expected to have this task completed next month.

The district borrowed a large dozer from the Coeur d'Alene Airport (Pappy Boyington Field) last spring to prepare the Mica Pit to receive spoil material from the Kidd Island Road project. The crew returned the dozer this week.

A washout was repaired on Cougar Gulch Road and another on Miller Road.

Planned work for this coming Month

- Asphalt road patching.
- Pavement Markings.
- Culvert replacements.
- Assist East Side HD with seals.

Bills presented for approval and discussion of finances

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

Upcoming Meetings

WHD Budget Workshops August 4th and 6th, Regular Meeting August 12th, 2020 all at 9:00 am.

Commissioner Comments

None.

Executive Session

None.

Adjournment

Citing no further business, Cooper MOVED to adjourn the meeting at 10:48 a.m. Miller SECONDED the motion. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:

Tomi K. Maynard

Tomi Maynard, Deputy Clerk

APPROVED BY:

George Miller

George Miller, Vice Chair

8-12-20

Date