

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**June 25, 2025**  
**9:00 A.M.**

**MINUTES**

Commissioner Phil Cooper called the meeting to order at 9 a.m. with Commissioner George Miller and Commissioner Corinne Johnson present. Also present, Director Kevin Howard, Deputy Director Dustin Howe, Clerk Charyl Ragan, and Deputy Clerk Jennifer Weeks. Guests: Larry Woodbury, Jay Hassell

**APPROVAL OF AGENDA**

Miller moved to approve the agenda. Johnson seconded. Cooper concurred. The motion passed unanimously.

**CONFLICTS OF INTEREST ON AGENDA**

Phil Cooper, Corinne Johnson, and George Miller each indicated no conflicts of interest with any item on the agenda.

**APPROVAL OF MINUTES**

Miller moved to approve the minutes of the May 28, 2025 meeting, Johnson seconded. Cooper concurred. The motion passed unanimously.

**PUBLIC COMMENTS AND GUEST INTRODUCTIONS**

Larry Woodbury presented information to the board requesting a cost share project on Bloomsburg. The director, deputy director and board will discuss this project and provide feedback to Larry at the board meeting on July 23, 2025.

**OLD BUSINESS**

**Work progress Report**

Weller Rd project gravel was placed, graded and rolled.

Ditching on Kidd Island Rd was performed where a federally funded road project is going to take place.

Spot blading and magnesium chloride applied over newly replaced culverts along with a few wash-boarded roads.

Outlaw Repair worked on water truck fenders along with one crew member.

Kidd Island Rd was broomed and washed where ditching was performed.

Run off repair on Cottonwood Rd was dug out and patched with hot mix asphalt.

Drechsel Rd, Kidd Island Rd and Valhalla Rd received hot mix asphalt for patching repair.

Culvert on Miller Rd was replaced.

Both tractors are out mowing the roadsides.

**Planned work for this coming Month**

Seal coats for the month of July

Patching when time allows

Start build up on Rolling Hills Rd

**In The Shops**

Deputy Director Dustin Howe has prepared a shop report for the board.

**Staff Report-Kevin Howard**

**Kootenai County Community Development**

**Matteucci Estates (Loffs Bay Rd / Graysons Way) MIN25-0009, 2-lot minor subdivision:**

This application has been denied by the fire district of jurisdiction. It is unclear whether or not the developer will be working toward a resolution with the fire district.

**Clemetson Woods (Clemetson Rd) MIN22-0056, 3-lot minor subdivision:**

The district's review and comments have been noted to Kootenai County. The district's comments have been addressed except for payment of the "Payment in Lieu of Construction" (PILC) fees. This fee is due prior to the signing of the Final Plat. No additional information this month.

**Belisle Landing (Hwy 95, Horned Owl Rd.) MIN24-0032, 2-lot minor subdivision:**

No additional information this month.

**Dana Estates (Rockford Heights) MIN24-0040, 3-lot minor subdivision:**

All obligations to the district have been met. The director has no objection to the signing of the final plat presented for signature today.

Johnson moved to sign the final plat (mylars) for Dana Estates. Miller seconded. Cooper concurred. The motion passed unanimously.

**Repsold-Hyatt (Rockford Bay Rd) MIN21-0115, 2-lot minor subdivision:**

The district's review is complete. The signature of the final plat (Mylar) is pending payment of the PILC's. No additional information this month.

**Rockford Bay Ranch Second Addition (Hamaker Rd) MIN24-0037 4-lot minor subdivision:**

Two parcels of the original Rockford Bay Ranch subdivision are being reconfigured and further divided into 4 lots. The only district requirement prior to signature is the receipt of the PILC's. No additional information this month.

**Summit Ridge (Cielo View) MSP24-0002 40 lot major subdivision:**

The engineer has been billed for the \$2500 review fee deposit and a Traffic Impact Study was requested. The Traffic Impact Study was received and sent to JUB for review. The proposed subdivision is in Post Falls Highway District; however, it will be accessed by Espinazo Dr. and Cielo View Ct. No additional information this month.

**WHD Construction Projects**

**Conkling Rd / US-95 Street Lights:**

Survey field work is complete. JUB is waiting on Utilities in order to update the mapping. The Environmental field work was completed last week, and a report is to follow. JUB is working



toward the Intermediate Design package in August and final design review in September. The director was informed at a recent KCATT meeting that the ITD board is planning to discuss this project in their July or August meeting.

**Rockford Box Culvert:**

The pre-construction meeting is set for August 12<sup>th</sup>. The change order was issued for the new construction schedule. JUB is monitoring the delivery of the pipe structure.

**Greensferry Guardrail, Key No. 23285:**

Bid has been awarded to Selland Construction. LHTAC and JUB are working on a Scope of Work agreement toward the Construction Engineering & Inspection (CE&I). JUB will be managing this project for the district.

**Kidd Island Road (Phase II):**

Design work continues.

**Cougar Gulch Road:**

Ruen, Yeager & Associates and WHD have been working with the contractor on the corrective measures needed to complete the project.

**Conkling Park Dr.:**

This spring, Conkling Park Dr. washed out once again from Ditmore Road to the base of the hill, approximately 1.4 miles. This happens frequently, therefore, a quick review of the repair cost caused staff to entertain mediation measures. The district crew has a full schedule. That said, the district entered into a contract with a local contractor to replace two culverts and raise a section of roadway where the runoff initially overtops the road.

**WHD Misc. Projects**

**CIP review**

Review in process.

**Koth Road ROW Status:**

The director has information to share in executive session per Attorney Weeks direction.

**CDA Tribe, Lake Creek Project:**

Tribal fisheries and JUB have been working on the final engineering of the structure placement on Idaho Road and the other on Burton Road. These two crossings are scheduled for completion this summer.

**NEW BUSINESS**

**1. iii-A rate increase for 2025-2026**

The medical rate for the year will increase by 5.4%, the vision rate will remain the same, the dental rate will remain the same.

**2. Accounts Payable**

Miller moved that the bills be approved as presented on the A/P register. Johnson seconded. Cooper concurred. The motion passed unanimously.

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

JUNE 25, 2025

Page 4

Johnson moved to pay an expense report for a commissioner submitted past the outlined due date. Cooper seconded. Miller concurred. The motion passed unanimously.

**3. Upcoming Meetings:**

July 10, 2025 KMPO 1:30 pm

July 23, 2025 Board meeting & Budget Workshop 9 am

**4. Commissioner Comments:**

Cooper said it is nice when the district receives Thank you notes and goodies from appreciative residents in the district.

The board took a recess at 9:55 am

The meeting resumed at 10:05 am.

Miller moved to go into executive session at 10:05 am for Personnel Matter Idaho code 74-206 (1)(b) and Pending Litigation Idaho code 74-206(1)(f). Johnson seconded. Cooper concurred.

The motion passed unanimously.

Jennifer called roll, Johnson aye, Miller aye, Cooper aye.

The regular meeting resumed at 10:55 am.

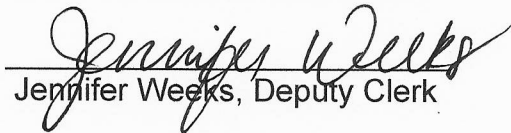
After coming out of the executive session, the following motion was made.

Johnson motioned to terminate said employee as of 6-25-2025, the district will cover cobra premiums for July, August and September 2025. Miller seconded. Cooper concurred. The motion passed unanimously.

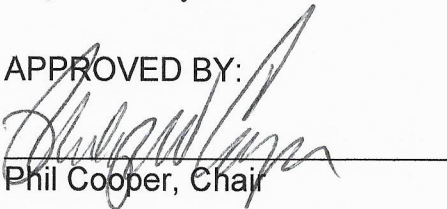
**ADJOURNMENT**

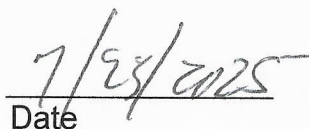
Citing no further business, Miller moved to adjourn the meeting at 11:05 a.m. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:

  
Jennifer Weeks, Deputy Clerk

APPROVED BY:

  
Phil Cooper, Chair

  
Date