

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 14, 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.

G.E. Siegford, HMH

Angela Comstock, JUB

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 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 February 27, 2018 regular meeting. Johnson **SECONDED** the motion. Mangan **CONCURRED**. The motion **PASSED UNANIMOUSLY**.

PUBLIC COMMENTS

None.

OLD BUSINESS

Staff Report by Supervisor Kevin Howard

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. Hager Estates, Minor: Status Report
Susan Weeks has begun legal action to settle this matter. **No additional information this month.**
2. The Club at Rock Creek, Major Subdivision:
The legal descriptions provided by the developer for the resolutions did not pass inspection at Kootenai County. Upon completion of the correction, WHD will resubmit them to be recorded.
3. Russu Addition, MIN17-0021:
Through discussion with Kootenai County Community Development, there have been a few changes to the proposed subdivision in response to reviews received. When the most recent iteration reaches WHD, it will be sent out for review by the district's consultant. **No additional information this month.**
4. Harmons Third Addition:
The plat has not reached the district for signature. When it does, it will be brought in front of the board. **No additional information this month.**

5. York Subdivision:

The district has completed its review and recommendations. The developer will be making a request to KCCD for approval contingent upon meeting the recommendations whereas the project's consultant is on a six week vacation and unable to make the changes until he returns. **No additional information this month.**

6. Ritz Ranch, Minor Subdivision:

This proposed subdivision is adjacent to Loffs Bay Road. My preliminary review showed that there is a public right-of-way through a portion of the property. I met with the owner and there will be some adjustments made to the application. When the district receives the revised application, it will be sent out for review by G.E. Siegford.

WHD Construction Projects

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

Susan Weeks has placed the right-of-way acquisition for this intersection next on her list of tasks for the district following the Kidd Island Road acquisitions. **No additional information this month.**

2. Kidd Island Road Project: Status Report

The sub-consultants were looking to get a head start on the project by using a drone and LYDAR technology to map the topography of the stream bed. The snow accumulation will not allow for the accurate collection of data. **No additional information this month.**

3. Finnebott, Bennion & Sun Up Intersections:

This week JUB will provide to the district the legal descriptions and exhibits to begin right-of-way acquisition.

4. Watson Road Slide:

The district has been working with FEMA and the Idaho Office of Emergency Management to better describe the damage, site history and what is required to remedy the situation. The district has received notice that the project meets the requirements for approval. I have signed the PW (Project Worksheet) and it has been sent in.

Howard added that he is expecting a call this afternoon, from Jarod in Boise, confirming that we have the financial backing to move forward. At that time Howard will instruct JUB to start on the final design.

5. Williams Bridge:

Staff wishes discussion and direction from the board as to whether or not the district pursue a joint project with LHTAC for completion this summer to replace this bridge.

Howard reported that he met with JUB this week, to discuss the benefits and drawbacks of accepting the \$25,000 grant from LHTAC, in exchange for using their pre-engineered plans, as well as hosting a workshop during construction of this project. After meeting with JUB there were several factors that Howard felt the Board should be made aware of before making a decision.

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1. LHTAC would require the district to purchase a new bridge deck, rather than using any of the used decks already in the District's possession.
2. The man hours associated with construction on LHTAC's design would be significantly higher.
3. The delays required to accommodate hosting a workshop to teach other districts during construction would be extensive.
4. If the district staff maintains the bridge as originally anticipated, Howard does not anticipate that bridge structure needing to be replaced for approximately 20 years.

The Board discussed all of these factors, as well as the current position of the Williams Bridge on the CIP list and came to the consensus that in the interest of fiscal responsibility, as well as staff productivity, it is not in the Districts best interest to move forward with this venture at this time.

Miller moved that the Board withdraw from LHTAC on the Williams Bridge replacement. Johnson SECONDED. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

WHD Misc. Projects

1. 2018 LHSIP Grant – Delineators & Signage:

Staff (primarily Susan Kuykendall) has been working on the requested mapping of the sign placement. The map layers have been sent to LHTAC for use in the required environmental impact study and the purchasing of the signs. Once the clearance and the signs are received, the district will schedule the crew for installation.

2. Validation of Road #20:

On Wednesday, March 7th, 2018 this case was heard in court. The judge has 30 days from the date of the hearing to render his decision.

Commissioner Mangan added that he attended this meeting. Mangan stated that the work done by the district staff, as well as Susan Week's staff was outstanding. Mangan feels that the joint effort was effective in proving that this was, and by legal standards still is, a right-of-way. The judge has until April 7, 2018 to render a decision.

3. Proposed HB312 Projects:

A list is presented and I will ask Carol to join the meeting to answer any cash flow questions.

Clerk Carol Richel entered at 9:37 AM.

On the list provided, there is still an estimated balance of approximately \$30,000 that needs to be assigned to a project. This amount is generated estimating a similar dollar amount being funded through HB312.

The Board felt that the best way to make a decision on allocating the remaining funds, would be to schedule a workshop to adjust the CIP list, as well as the guidelines of how projects are chosen. That CIP workshop has been scheduled for Wednesday March 21st at 9:00 AM.

LETTER TO KOOTENAI COUNTY BOARD OF COMMISSIONERS

The letter has been signed by each of the Associated Highway Districts of Kootenai County and has been delivered to the Kootenai County Commissioners.

Commissioner Miller MOVED to ratify the previously reached consensus that the letter to the Kootenai County Board of Commissioners should be signed when available. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

The board has requested that this item be removed from the agenda.

BILLS PRESENTED FOR APPROVAL AND DISCUSSION OF FINANCES

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 CIP Workshop has been scheduled for March 21, 2018
The next regular board meeting is March 28, 2018.

COMMISSIONER COMMENTS

None.

ADJOURNMENT


Chairman Mangan adjourned the meeting at 10:04 a.m.

RESPECTFULLY SUBMITTED BY:

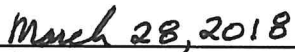


Tomi Maynard, Administrative Assistant

APPROVED BY:



James Mangan, Chairman



Date