WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING MARCH 25, 2020 9:00 A.M.

MINUTES

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

All participants appeared telephonically.

Approval of Agenda

Cooper MOVED to approve the agenda as presented. Miller 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. Commissioners Corinne Johnson, Phil Cooper, and George Miller all indicated no conflicts.

Approval of Minutes

Miller MOVED to approve the minutes of the March 11, 2020 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Old Business

Koth/Kioth Road

Progress has been delayed due to the Covid-19 outbreak.

Wellers Black Rock Park, Public Right-of-Way

No updates on this item.

New Business

The Club at Rock Creek, Loffs Bay Road discussion

No updates on this item.

Kidd Island Road Project

A bid date of April 21 has been set for this project.

Black Rock Flats

Susan Weeks continues to work on the RDA for this item.

Resolution 2004-09, Rail Road Crossings

This resolution was passed in 2004. At that time Idaho State Law required stop signs at all RR crossings. At this particular intersection, there was limited vehicle storage between the RR crossing and US 95. The Board at the time passed this resolution to approve not placing a stop sign for eastbound traffic, because having vehicles stopped could negatively impact the traffic flow on US 95. Idaho State law has since changed to allow for the placement of yield signs, and road improvements have taken place that increased safe vehicle storage.

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES MARCH 25, 2020 Page 2

Cooper MOVED to revoke Resolution 2004-09 RR Crossing at Conkling Road. Maynard called the roll with the commissioners voting as follows: Commissioner Johnson, "aye"; Commissioner Cooper, "aye", Commissioner Miller, "aye". Motion PASSED UNANIMOUSLY.

IP Flagger Rate of Pay

The District has utilized the services of the same flagger through Integrated personnel for three years. Because this flagger now has a higher level of experience, as well as knowledge of District policies and goals, staff is requesting that the Board increase the rate of pay for this flagger.

Miller MOVED to increase the rate of pay for this individual by fifty cents, with the understanding that this will also increase administrative fees charged by Integrated Personnel. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Infectious Disease Emergency Leave Policy

Howard sent a draft Emergency leave policy to each member of the Board for review. This policy provides direction to staff for reducing the potential for exposure to both District employees and the community through additional leave provisions, medical care, social distancing, and the use of products to disinfect surfaces touched regularly during the course of an employees work day. Johnson and Cooper both commented that these extraordinary times call for extraordinary practices.

Cooper MOVED to implement the infectious disease emergency leave policy as drafted. Miller SECONDED the motion, Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

CIP Review

Richel presented an updated copy of the Capital Improvements Plan worksheet. In the interest of budgeting some project dates had to be adjusted.

_		otal					Sum of Total
Potential Funding R	The state of the s	Name and Address of the Owner, where the	AND THE RESIDENCE OF THE PROPERTY OF THE PROPE	THE RESERVE THE PARTY OF THE PA	A STATE OF THE PARTY OF THE PAR	and the same of the same of the same of	District Cost
□ Federal	⊕1		☐ Kidd Island Rd. Phase 2 (Construction		US 95 to Hull Int. STA 0+69.66 to 57+47 (\$2,000,000 with 7.34% match for		
	⊕2		☐ Kidd Island Rd. Phase 1 (Construction		US 95 to Hull Int. STA 57+47 to 100+45.71 (\$2,572,557 with 7.34% match		
	⊡3		□ Rockford Bay Rd	Rebuild	☐ Marina to 95 2.5 miles (\$1,900,000 fed, 7.34% match)	2028	
	∃4	⊟ 39	□ Kidd Island Rd. (ROW)	■ Right of way	US 95 to Hull Int. 2 miles (\$334,947 with 7.34% match for the 1st 2 mi.)	2017	\$24,585.00
		-	□ Kldd Island Rd. (Design)	Engineering	US 95 to Hull Int. 2 miles (\$507,000 with 7.34% match for the 1st 2 mi.)	2011	
	≘6		☐ Rockford Bay Rd	■ Engineering	☐ Marina to 95 2.5 miles (\$1,900,000 fed, 7.34% match)	2027	\$91,101.51
	⊟7		☐ Rockford Bay Rd	☐ Right of way	☐ Marina to 95 2.5 miles (\$1,900,000 fed, 7.34% match)	2018	\$17,850.00
	-8		⊖ Bitter Rd	⊡Rebuild	☐ End of asphalt to Cave Bay Rd (\$1,930,000 federal, 7.34% match)	2031	\$141,662.00
	⊕9	⊕19	☐ Sun Up Bay Road	■Rebuild	☐ Rebuild: Ness Rd. to Boat Launch (3.3 miles) \$2,970,000	2032	\$217,998.00
Federal Total							\$1,071,581.51
© WHD/Contracted	⊡1			☐ Right of way	☐ Intersection reconstruction	2016	\$50,000.00
	∃2	□44	☐ Bennion and Finnebott Int.	■ Engineering	□ Engineering	2016	\$90,000.00
			■Watson Road Slide	■ Engineering	□ Engineering	2017	\$100,000.00
	⊕4	⊕43	■ Bennion and Finnebott Int.	■ Right of way	☐ Sight dist. Improvement	2018	\$19,920.60
			☐ Sun Up Bay and Bennion Rds Int.	□Engineering	⊡ Engineering	2016	\$90,000.00
	⊡6	⊕41	☐ Rockford Bay/Loffs Bay Intersection	□ Construction	☐ Intersection reconstruction	2024	\$400,000.00
	⊡7	∃40	☐ Sun Up Bay and Bennion Rds Int.	■Right of way	eliminate "Y" configuration	2018	\$26,016.93
	∃8	∃39	☐ Greensferry Road	■ Engineering	☐ Guardrail, Widening, Mill & Overlay	2022	\$13,700.00
				⊟ROW	☐ Guardrail, Widening, Mill & Overlay	2022	\$1,700.00
	⊕10	∃38	☐ Greensferry Road	■ Safety	☐ Guardrail, Widening, Mill & Overlay	2022	\$66,600.00
	∃11	∃34	■ Bennion and Finnebott Int.	Rebuild	☐ Sight dist. Improvement	2020	\$1,478,100.00
	∃12	∃32	□Watson Road Slide	⊡ Repair	☐ Repair Slide	2019	\$1,590,000.00
	⊡ 13	∃31	☐ Sun Up Bay and Bennion Rds Int.	■Rebuild	□ eliminate "Y" configuration	2022	\$567,200.00
	⊡ 14	€28	⊖Williams Bridge	⊟Bridge	☐ Replace bridge	2032	\$17,000.00
	□ 15	⊡ 27	⊟ Hull Loop	☐ Right of way	□ROW	2022	\$30,000.00
	□16	€ 26	■ Watson Road	Rebuild	□ Reconstruct	2035	\$571,980.00
			☐ Loffs Bay Road Speed Study (Betwee	∃Study	⊕ Speed Study	2020	\$2,500.00
	⊡ 18			□ Engineering	⊖Engineering	2019	\$120,000.00
	⊡ 19			Reconstruct	© Reconstruct & Realign Beginning 1670 Ft West of Tumblestone	2031	\$708,000.00
	⊒20			⊟Rebuild	□f/Tall Pines Rd for .41 miles	2026	
VHD/Contracted Tota	DOWNSON BOOKING					2020	\$6,557,717.53

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES MARCH 25, 2020 Page 3

Enhanced Maint.	⊡1	⊡45	☐ Rockford Bay Rd	Rebuild	☐f/Solltaire Rd to Loffs Bay Rd 1 mile	2020	\$65,601.00
	⊡2	€44	Cougar Gulch Road	⊕(blank)	☐ Station 31+00 to 45+00	2020	\$42,000.00
					☐ Station 75+50 to 89+00	2020	\$20,250.00
	⊡4	∃34	⊖ Hull Loop	⊕(blank)	□.5 miles	2018	\$70,000.00
	⊡5	∃32	©Cottonwood Road	□ Rebuild	☐ From Ator Hill S .25 Miles	2020	\$32,500.00
				□ Paving	☐ From Ator Hill S 1.1 Miles	2022	\$41,160.00
	⊡7	⊡30	⊡ Cottonwood Road	□Rebuild	☐ From Ator Hill S .85 Mlles	2021	\$110,500.00
	≘8	□ 27	∃ Hamaker Road	⊕(blank)	□.84 miles	2023	\$117,600.00
	⊡9	□24	☐ Rolling Hills	⊕(blank)	☐ Larson to Bloomsburg 3.0 miles	2026	\$32,000.00
	⊡ 10	⊒23	⊡ Dower Road	⊕(blank)	⊕.67 miles	2018	\$71,000.00
			⊡Thompson Rd	■Safety	☐ Improve base, sight dist, curve radii .58 miles	2021	\$61,500.00
			∃Watson Bridge Replacement	⊕Bridge	☐ Replace bridge with purchased bridge under 20 feet	2022	\$94,650.00
				■ Engineering	☐ Replace bridge with purchased bridge under 20 feet	2022	\$50,000.00
	€ 14	⊒22	☐ Rolling Hills	⊡(blank)	☐ Larson to Bloomsburg 3.0 miles	2025	\$109,000.00
	⊡ 15	□16	☐ Rolling Hills	□(blank)	☐ Larson to Bloomsburg 3.0 miles	2024	\$69,000.00
Enhanced Maint. Tota							\$986,761.00
Grand Total							\$8,616,060.04

Miller MOVED to accept the CIP as presented by Richel. Cooper SECONDED the motion. Johnson CONCURRED. Motion PASSED UNANIMOUSLY.

Covid-19

Because the Covid virus is circulating in our area, staff is requesting that the Board consider suspending any bonus losses for a period of time, as staff is being asked to stay home if they have any illness symptoms to reduce the risk of exposure and complications from Covid-19.

Miller MOVED to suspend any bonus loss through April 30.Cooper SECONDED. Johnson CONCURRED. The Motion PASSED UNANIMOUSLY.

Work Progress Report ON THE ROAD

There was a need for snowplowing, sanding and anti-ice materials as needed on a few occasions this month. Crewmen were called in as needed.

The crew added gravel to the unpaved roads and graded them.

Debris from downed trees and brush caused by winter storms has been cleaned up on many of the district roads.

The crew spent many days clearing roadside brush this month. The district was able to work with many adjacent property owners to take down larger trees to open the roadway for sunlight.

The crew began spring sweeping to remove the winter sanding material from the paved roads.

The all office staff and road crew have been working on social distancing and sanitary practices due to the COVID-19 outbreak.

Planned work for this coming Month

- Street sweeping.
- Adding gravel to unpaved roads.
- Grading unpaved roads.
- Application of Magnesium-Chloride for road stabilization.

Bills presented for approval

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES MARCH 25, 2020 Page 4

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

Upcoming Meetings

WHD Regular Meeting April 8, 2020 9:00 am.

Commissioner Comments

RESPECTFULLY SUBMITTED BY:

None.

Executive Session

Miller MOVED to enter into executive session at 9:47 AM for the purpose of discussing pending litigation with the District's attorney. Susan Weeks, Kevin Howard, Carol Richel, Dustin Howe and Tomi Maynard were asked to attend. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Johnson reconvened the regular meeting at 10:43 a.m.

No motions were made coming out of executive session.

Adjournment

Citing no further business, Miller MOVED to adjourn the meeting at 10:45 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

Tomi Maynard, Deputy Clerk

APPROVED BY:

Grinne Johnson Chair