

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
MAY 13, 2020
9:00 A.M.**

MINUTES

Commissioner Corinne Johnson called the meeting to order at 9:02 a.m. with Commissioner George Miller and Commissioner Phil Cooper present. Also present were Supervisor Kevin Howard; Assistant Supervisor Dustin Howe; District Clerk/Treasurer Carol Richel; Deputy Clerk Tomi Maynard; and:

Jay Hassell, JUB

All participants attended via video or audio conference call via Zoom. Any participants who called in and did not identify themselves will not be listed.

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 AGENDA

Chairman Corinne 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 April 29, 2020 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

PUBLIC COMMENTS

None.

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, Loffs Bay Rd.:
Susan Weeks has begun legal action to settle this matter. No additional information this month.
2. The Club at Rock Creek, Major Subdivision, Loffs Bay Rd.:
The district received the preliminary Road Improvement Plans for Loffs Bay Road. They are currently under review.
3. Tosi Estates, Minor Subdivision:
Yesterday, the district received the Final Plat for Tosi Estates for review.

Howard recommended that the Board approve the chairman to sign the plat, when the payment in lieu of construction (PILC) fee has been received, as all of the District's other requirements have been met.

Miller MOVED to approve the chairman signing the Final Plat once all of the Districts requirements have been met. Cooper SECONDED the motion. Motion PASSED UNANIMOUSLY.

4. Jaeger and King, Minor Subdivision, MIN19-0063:

This two-lot subdivision is proposed off of Northern Lights Boulevard which is served by Bunn Road. No additional information this month.

5. The Ridge at Sun Up Bay, 2nd Addition, MIN19-0069:

The aforementioned proposes converting a lot that is set aside for multiple drain fields to a residential lot. Staff will brief for a decision from the board.

Howard reported that in the past, the Board approved the waiving of the PILC fee for a lot within a subdivision undergoing a similar change. At this time, it is his recommendation that the Board approve the same relief for this subdivision, in keeping with historical practices. However, he mentioned that the Board would be within their rights to consider a secondary motion, to end the practice going forward.

Cooper MOVED to approve waiving the fee to convert a non-buildable lot to a buildable lot, within the Ridge at Sun Up Bay, 2nd Addition. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Cooper MOVED that the Board in the future abstain from setting aside any fees for utility lots previously platted as non-buildable seeking to be changed to buildable. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

WHD Construction Projects

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

This project ranked in the ninth position for the STP - Rural Funding. The ranking is for Fiscal Years 2021 – 2027. Sponsors will be notified as funding comes available and by order of ranking. No additional information this month.

2. Kidd Island Road Project: Status Report

The bids for this project came in substantially lower than the engineers estimate. I believe this to be due to the current economic situation caused by COVID-19.

JUB was chosen to conduct the Construction Engineering and Inspection (CE & I). Negotiations between JUB and LHTAC have been submitted to ITD for review.

Hassell added the Board may be required to hold a special meeting, to approve ITD's appointment of JUB as the CE&I firm, if JUB needs to act in that capacity prior to the District's next regular meeting.

3. Watson Road Slide:

Conversations with the contractor, engineering and the district are starting up again to complete the project this spring. When scheduling and processes have been determined, staff will inform the board. No additional information this month.

4. Hull Loop Project:

J-U-B will provide staking for one of the property owners so that they have a better idea as to the needed right-of-way for the project. No additional information this month.

5. Sun Up, Bennion, Finnebott Intersection Project:

Funding of \$100k to assist in construction of this project has been awarded to WHD for use in FY2021. Staff has obtained signed deeds for two of the three right-of-way acquisition parcels and should have the third soon. The board will need to come in and sign so Staff can record the 2 documents that have signatures. *An additional document package was mailed yesterday and will need to be signed upon its return.*

Miller MOVED to approve the signing of the deeds related to the Sun Up, Bennion, Finnebott Intersection Project. Cooper SECONDED the motion. Motion PASSED UNANIMOUSLY.

6. Watson Bridge Project:

Hydraulic evaluation is ongoing. The board can expect a summary within the next three months. No additional information this month.

WHD Misc. Projects

1. Koth Road ROW Status:

Attorney Weeks will be inquiring as to when this case will receive an arbitrator to complete the legal argument. No additional information this month.

2. Validation of road #20:

The case will be determined through review of the briefs. Oral argument will not be heard.

New Business

1. Spring Street, Drain Field Easement

There was right-of-way (ROW) dedicated to the Public in 1907. A neighboring lot is being developed, and the property owner is requesting that the District consider providing an easement to allow the placement of the lot's drain field on this unused portion of ROW.

Miller MOVED to allow an easement for a drain field to be placed in the public ROW, with the condition that a secondary usable location be identified, in case a need ever arises for the District to develop the ROW to serve the public. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

2. Bills Presented for Approval, and Discussion of Finances:

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

3. Upcoming Meetings:

WHD Regular Meeting Wednesday, May 27, 2020 9:00 a.m.

4. Commissioner Comments:

Cooper commented that he drove past Carnie Road approximately an hour after the meeting last week, and the crew was already putting up the sign that had been approved.

Cooper asked when the Board planned to start holding face to face meetings again. Howard commented that staff has ordered a camera that will provide audio/video capabilities for the Board

Room. Staff suggests using this camera to allow the public to participate in meetings from remote locations, while being able to see and hear what the Board is discussing face to face. Johnson commented that she would prefer to continue holding remote meetings, to prevent risk to both staff and commissioners. She suggested revisiting the topic monthly.

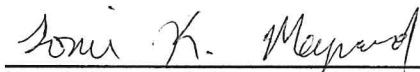
EXECUTIVE SESSION

None.

ADJOURNMENT

Miller MOVED to adjourn the meeting at 9:28 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:




Tomi Maynard, Deputy Clerk

APPROVED BY:



Corinne Johnson, Chairman



Date