

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
May 25, 2022  
9:00 A.M.**

**MINUTES**

Commissioner Corinne Johnson called the meeting to order at 9:03 a.m. with Commissioner Phil Cooper present by phone. Also present were Director Kevin Howard, Deputy Director Dustin Howe, Deputy Clerk Tomi Maynard and

Susan Weeks, James, Vernon and Weeks  
Colin Wallace, Moss Adams

Wes Brown, Moss Adams  
Matt Doxtator, Moss Adams

**Approval of Agenda**

Johnson MOVED to amend the agenda to add Moss Adams, process review under new business. This item was originally intended to be addressed in executive session, but per Susan Weeks direction will be addressed in open meeting. Cooper SECONDED the motion. 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. Corinne Johnson and Phil Cooper each indicated no conflicts.

**Approval of Minutes**

Johnson MOVED to approve the minutes of the May 11, 2022 regular meeting. Cooper SECONDED the motion. The motion PASSED UNANIMOUSLY.

**Public Comments and Guest Introduction**

None.

**Priority Items for Attendees**

**Executive Session**

Johnson MOVED to enter in to executive session at 9:05 a.m. under Idaho code 74-206(1)(b) to address a personnel matter. Maynard called the roll with the commissioners voting as follows: Commissioner Johnson, "aye"; Commissioner Cooper, "aye". Johnson requested that Howard, Howe, Maynard and Weeks stay for executive session. The Board entered in to executive session at 9:06 a.m.

Miller entered at 9:10 a.m. Johnson reconvened the regular meeting at 9:30 a.m.

Miller MOVED to direct Howard to proceed as discussed in executive session. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Moss Adams, findings and recommendations**

Wes Brown, Colin Wallace and Matt Doxtator of Moss Adams joined the meeting via zoom at 9:30 a.m. Brown presented a report of what was learned during the process review of the District's accounts payable processes. Brown, Wallace and Doxtator all made recommendations on how to strengthen internal controls. Brown, Wallace and Doxtator exited at 10:03 a.m.

**Old Business**

**Koth/Kioth Road**

There is a hearing on June 27<sup>th</sup> at 3:00 pm. No further updates at this time.

**Kidd Island Road Project**

Johnson was asked by a community member when the remaining portions of this project will resume. Howard reported that the District will have to either apply for new funding or complete the remainder of the project with District funds.

**iWorQ**

No update at this time.

**Greensferry/Cougar Gulch intersection traffic control**

Howard continues to work on updating the Capital Improvement Plan (CIP) so that he can add this project.

**Sun Up, Bennion, Finnebott**

An agreement has been reached to split the cost of reseeding the area, but the numbers have not been finalized and no date has been set.

**Potential Right-of-Way (ROW) exchange, Kootenai County Solid Waste**

The existing collection pond is heavily permitted by several entities and can not be relocated without considerable expense. Howard is working with KMPO to look at travel patterns if a right in/right out access was added to 95 to connect to the existing ROW for a frontage road.

**New Business**

**Moss Adams, Findings and recommendations (Action Item)**

Addressed previously in the meeting.

**ON THE ROAD**

The Magnesium-Chloride application to the gravel roads was completed this month. Some gravel was added to Dagefoerde Road prior to the final application.

The district took receipt of a new Ford Pickup that was ordered last fiscal year.

Some culverts were replaced on Cougar Gulch Road and Hamaker Road.

Kurt and Dustin attended a Concrete Bridge Maintenance seminar in Boise.

Work began on the Solitaire Road project. The culverts have been placed and the surface enhancement has been moving forward.

**IN THE SHOPS**

- Truck #220 – Repairs to the calibration and application portion of the truck had many adjustments and a few repairs.
- Pickup #15 – this is one of the new pickups being outfitted for service.
- Pickup #25 – this is one of the new pickups being outfitted for service.

**Planned work for this coming Month**

- Continuing the Solitaire Road Project,
- Begin preparation of paved roads for the Seal Coat Application.
- Spring noxious weed spray application.

**Accounts payable and payroll check registers presented for approval**

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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**

May 26, 2022 Appreciation luncheon provided by Meadowbrook Community Hall

June 8, 2022 9:00 a.m. district meeting.

June 27, 2022 3:00 p.m. Koth Road hearing.

June 29, 2022 9:00 a.m. district meeting.

**Executive Session**

Addressed previously in the meeting.

**Commissioner Comments**

None.

**Adjournment**

Citing no further business, Miller MOVED to adjourn the meeting at 10:24 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:



Tomi Maynard, Deputy Clerk

APPROVED BY:



Corinne Johnson, Chair

6.8.2022  
Date