

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
NOVEMBER 9, 2018  
9:00 A.M.**

**MINUTES**

Chairman James Mangan called the meeting to order at 9:01 a.m. with Commissioner George Miller present and Commissioner Corinne Johnson appearing telephonically. Also present were Supervisor Kevin Howard, District Clerk Carol Richel, Administrative Assistant Tomi Maynard and:

Jay Hassell, JUB

Jeremy Russell, JUB

**APPROVAL OF AGENDA**

Mangan MOVED to approve the agenda as presented. Miller SECONDED the motion. 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. James Mangan, George Miller and Corinne Johnson all indicated no conflicts.

**APPROVAL OF MINUTES**

Mangan MOVED to approve the minutes of the October 30, 2018 regular meeting. Miller SECONDED the motion. 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  
Susan Weeks has begun legal action to settle this matter. **No additional information this month.**
2. The Club at Rock Creek, Major Subdivision:  
Paving of a portion of Loffs Bay Road began on Tuesday of this week and was completed yesterday.
3. Russu Addition, MIN17-0021:  
I have checked with Kootenai County and the status states "Pending Surveyor Review" as of September 7, 2018. **No additional information this month.**
4. York Subdivision:  
I have checked with Kootenai County and the status is "Pending Surveyor Review" as of July 6, 2018. **No additional information this month.**
5. Ritz Ranch, Minor Subdivision:  
I have checked with Kootenai County and the status states "Mylar Pending" as of September 7, 2018. **No additional information this month.**
6. Lakeside Condominiums, modification:  
The district is waiting for the final plat (Mylar) to come before the board for signature. **No additional information this month.**

7. Mica View Estates, Replat of Lots 1 & 2:

The Final Plat (Mylar) has been delivered and district's signature requested. The change in the plat is to address access to US Highway 95. The only effect to the district is that this will reduce the anticipated traffic on Dower Road.

Mangan MOVED to approve the amended plats for Mica View Valley Estates. Miller SECONDED. The motion PASSED UNANIMOUSLY.

8. Lake Vista Estates:

The developers engineer has contacted the district asking for the field notes for the public right-of-way (ROW) adjacent to or through the subject property. The ROW will be shown on the plat if in fact it is adjacent to or through the property. **No additional information this month.**

9. Timber Shores, Minor Subdivision:

The district has received the latest correction to the plat. The districts concerns have been addressed. There is an outstanding balance on the review fees. Once paid, staff will have no objections that would prevent the board from signing the Final Plat Mylar.

10. Zone Change, ZON18-0012:

A Zone Change request was made for a portion of land north of Elder Road and west of Rew Road; changing from Agriculture to Rural. This will allow for increased density. After review of the proposed, I find that the request is consistent with adjacent zoning. In the event the property is further subdivided, the district will address improvements to the adjacent roads as necessary. My response on behalf of the district was that there is no objection to the request.

**WHD Construction Projects**

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

JUB's survey staff is putting together the support information so that the district can renew its request for right-of-way due to the change in ownership on that parcel. Additionally, the STP-Rural grant application and support information is being prepared to be submitted.

2. Kidd Island Road Project: Status Report

JUB has entered into a supplemental agreement to support LHTAC and other consultant environmental work. JUB, LHTAC and the environmental consultants will be working together to create a final design for the portion of the road that is close to Kidd Creek.

*Mangan asked if JUB has met with the environmental consultant to begin working towards a final plan for construction. Haskell reported that they have been corresponding via email, while reviewing the plans and report, but have not had a meeting as of yet. Mangan urged Haskell to work towards finalization as quick as reasonably possible.*

3. Finnebott, Bennion & Sun Up Intersections:

On behalf of the district, Ron Harvey has requested letters of intent from the adjacent property owners to complete right-of-way acquisition negotiations. The letters will assist the district in its request for funding for construction. Staff at JUB has been assembling the Local Strategic Initiatives Program grant application to be sent to LHTAC.

*Mangan commented that if necessary, Harvey should be directed to draft letters of intent for property owners to sign, to facilitate letters being signed in time for the December 6 deadline for the grant application.*

4. Watson Road Slide:

PJ Watters indicated to me that she will be spending time with friends for a couple of weeks.

When she returns, it is her intent to work with the district toward the needed easements to make the repairs.

**WHD Misc. Projects**

1. 2018 LHSIP Grant – Delineators & Signage:

I have inquired at LHTAC as to the status of the grant. No word as of yet.

2. Koth Road ROW Status:

The survey has been completed. There are still some concerns regarding constructability of a road. JUB will create a few rudimentary options to construct. As such, the information will help the district in choosing a direction to take.

*Russell provided the board with drawings showing the topography of the area that will need to be developed in order to create a new roadway that lies directly on the existing right-of-way. Mangan noted that because of the terrain, a large amount of fill material will have to be hauled in. Howard suggested that perhaps the District should contact the property owner and try for an exchange of property before moving forward with planning or construction on the existing right-of-way. The board agreed that this would be the most financially responsible course of action if it is possible, and directed Howard to begin working with Susan Weeks toward that end.*

3. Hull Loop:

JUB has been working on a future alignment for the segment of Hull Loop between the portion to be paved next year and the current pavement on the northeasterly end. This will assist the district in planning for right-of-way acquisition and construction.

*Mangan moved to approve JUB to work on alignment plans for the unpaved segment of Hull Loop to be completed, connecting the 2 paved segments. Miller SECONDED. The motion PASSED UNANIMOUSLY.*

4. Dower Road:

Staff recommends removal of this project from the staff report until it resumes next summer.

*The board agreed.*

5. Greensferry Speed Study:

Data has been collected. The results of that data and a recommendation to the board should be made available to us at the December 12, 2019 meeting.

**New Business**

**BILLS PRESENTED FOR APPROVAL AND DISCUSSION OF FINANCES**

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

**UPCOMING MEETINGS**

IAHD Conference is being held next week at the Coeur d'Alene Resort.

The next regular board meeting is Wednesday, November 28, 2018 at 9:00 AM.

**COMMISSIONER COMMENTS**

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None

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

Mangan adjourned the meeting at 9:50 a.m.

RESPECTFULLY SUBMITTED BY:

*Tomi K. Maynard*

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Tomi Maynard, Administrative Assistant

APPROVED BY:

*James Mangan*

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James Mangan, Chairman

*November 28, 2018*

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Date