

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
NOVEMBER 24, 2020
8:00 A.M.**

MINUTES

Chairman Corinne Johnson called the meeting to order at 8:06 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, Deputy Clerk Tomi Maynard; and:

Jay Hassell, JUB

Some participants utilized Zoom to attend the meeting. Any participants who attended electronically and did not identify themselves will not be listed.

Approval of Agenda

George Miller MOVED to approve the agenda as presented. Phil Cooper SECONDED the motion. Corinne Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on the Agenda

Chairman Corinne Johnson asked if any board member had a conflict of interest with any item on the agenda. Commissioners Corinne Johnson, and George Miller indicated no conflicts. Phil Cooper stated that he would abstain from the item labeled "Fence on Kidd Island Road" due to a potential perception of a conflict of interest.

Approval of Minutes

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

Public Comments

None.

Old Business

Koth/Kioth Road

No changes on this item.

Wellers Black Rock Park, Public Right-of-Way

The District has received a letter indicating tentative approval for this access from Worley Fire, pending review of some of their concerns by the District.

The Club at Rock Creek, Loffs Bay Rd discussion

All punch list items have been completed. Discussions continue on the warranty of a portion of the roadway that was impacted by a hydraulic spill during paving.

Kidd Island Road Project

All work that could be completed prior to winter has been buttoned up. Worley Highway District will perform winter maintenance. Knife River will resume work in the spring.

New Business

Fence on Kidd Island Road

Cooper exited at 8:13 AM.

In 2008 when the Butcher's subdivided their property, adjacent to Kidd Island Road, a survey was completed establishing the ROW that the Butcher's were deeding to the District, and with that the Butcher's new property line. At that time there was a partially completed barbed-wire fence within the ROW that Butcher had signed over to the District. During the summer of 2020 Butcher began working to complete that fence. When District Supervisor Howard became aware that Butcher was building in the ROW, he asked him to stop work. Butcher feels that there were several miscommunications over the course of the past 12 years and has requested reimbursement for moving this fence out of the Highway District ROW along Kidd Island Road. He has presented an invoice to the District totaling \$1730.26. Johnson commented that the District has already agreed to cover the cost of a survey to locate the property pins that were previously established in 2008. She feels it would be reasonable to pay this invoice but does not believe that the District should be responsible in any way for rebuilding the fence on the existing property line.

Johnson MOVED to pay the invoice that Butcher presented. Miller SECONDED the motion. The motion PASSED.

Cooper re-entered at 8:19 AM.

IAHD Day at the Capitol

At the last meeting, the Board discussed who should attend this event. As all of the Commissioners are interested in attending, the Board directed Richel to take a look at District funds and determine how many people could attend. Richel reports that the budgeted transportation and meals/lodging balances would allow all of the commissioners and Howard to attend if their schedules and health allow it.

Miller MOVED to approve travel and lodging expenses for all three District commissioners and Supervisor Howard to attend the IAHD Day at the Capitol if they are able. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

2021 Meeting Schedule

The Commissioner's looked over the draft schedule of meetings and noted all meetings that fell outside the schedule. (The second and last Wednesday of each month)

Miller MOVED to approve the proposed 2021 meeting schedule. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Approval of Annual Road and Street Financial Report

Richel presented and briefly outlined the Report that she prepared. Upon approval by the Board this Report will be supplied to the State of Idaho as it is each year, to show how funds are being utilized, and to show shortfalls within the District's current budget.

Cooper MOVED to approve this report as presented. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Work Progress Report by Supervisor Kevin Howard **ON THE ROAD**

A couple culverts were replaced where needed.

Graders were sent out district wide to put a final grading on the gravel roads before they are covered by the winter snow.

Again, this month, time has been set aside for the operators to prep their respective winter maintenance vehicle (i.e. locate the tire chains, clean the cabs, stock tire chain maintenance items, etc.) Note that the mechanical preparation will be in the shop report.

Some winter weather came, causing the crew to plow snow, sand roads and apply anti-icing material.

There has been some preparation at the Sun Up Office for street lights to be installed over the parking area. During mid-winter, the parking area is dark as staff comes to work in the morning and again when leaving at night. For the safety of staff, the area will now be illuminated.

Planned work for this coming Month

- Winter maintenance.
- As weather permits:
- Brush cutting.

Bills presented for approval

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

December 9, 2020 9:00 a.m. WHD regular meeting.
December 18, 2020 11:00 a.m. WHD Christmas Potluck.

Commissioner Comments

Cooper commented that he would like to be briefed in regard to the pending legislation that will be up for conversation at the Day at the Capitol event. After looking at calendars, The Board agreed to hold a workshop following the January 13th regular meeting.

Executive Session

None.

Adjournment

Citing no further business, Miller MOVED to adjourn the meeting at 8:42 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



Date