

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
November 27, 2024
9:00 A.M.**

MINUTES

Commissioner Phil Cooper called the meeting to order at 9 a.m. with Commissioner George Miller and Commissioner Corinne Johnson present. Also, present were Director, Kevin Howard, Deputy Director, Dustin Howe, Clerk Charyl Ragan, and Deputy Clerk Jennifer Weeks.
Guests: Doug Shoop

APPROVAL OF AGENDA

Miller moved to approve the agenda. Johnson seconded. Cooper concurred. The motion passed unanimously.

CONFLICTS OF INTEREST ON AGENDA

Phil Cooper, Corinne Johnson, and George Miller each indicated no conflicts of interest with any item on the agenda.

APPROVAL OF MINUTES

Miller moved to approve the minutes of the October 30, 2024 meeting, Johnson seconded. Cooper concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

See New Business section F, item 1

OLD BUSINESS

Work progress Report and Staff Report

The crew worked on the Weller Road Culvert/Fish Crossing with the CDA Tribal Fisheries. This collaborative project has been successfully completed.

The gravel roads were graded and set for winter.

Sanding material has been stockpiled where needed for the upcoming winter maintenance.

A stop sign that was struck at the intersection of Sun up Road and Bennion Road was repaired.

The crew repaired some potholes and shoulders with hot-mix asphalt.

The crew repaired signs that were identified during the sign survey. Additionally, they replaced and added delineators where needed.

Inclement weather prompted supervision to begin road checks. The first snowfall to warrant this was on November 17th.

A downed tree was cleaned up on Weniger Hill Road.

Some roadside mowing was accomplished where tall grasses were limiting sight distance for cars entering the roadway. Brush was cut back as well where it was apparent that it was necessary.

A floor drain was added to the Sun Up Building to facilitate drainage for the melting snow from the district equipment.

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Planned work for this coming Month.

Winter road maintenance.

Brush cutting when weather allows.

In The Shops

Deputy Director Dustin Howe has prepared a shop report for the board.

Kootenai County Community Development

Farup Estates MIN 20-0099, minor subdivision:

No order of decision noted by Kootenai County

CDA National Reserve, Major Subdivision:

All roads for current phases are complete. No inspections are required unless a new phase starts.

Clemetson Woods MIN22-0056, minor subdivision:

Complete, waiting for mylars to be submitted for signature.

Serenity View MIN22-0028, 3 lot minor subdivision:

Complete, waiting for mylars to be submitted for signature.

WHD Construction Projects

Rockford Box Culvert:

Contract Land Services is working with residents on ROW acquisitions, once complete JUB is hopeful to prepare bid packets for January 2025.

Rockford Bay Road/Loffs Bay Road (W) Intersection:

Project completed; the district has received \$100,000 LRIP funds.

Greensferry Guardrail, Key No. 23285:

PSE has been delivered, hopeful to go out for bid early 2025.

Kidd Island Road (Phase II):

Waiting on LHTAC to move forward.

Cougar Gulch Road:

There are erosion issues on slope compaction on cuts and fills affected by the rain. Data is being collected to determine a comprehensive plan for repairs that will need to be done. Ziply will be installing above ground lines in 2025.

WHD Misc. Projects

Koth Road ROW Status:

Johnson moved to hold the validation hearing on January 22, 2025 at 6 pm at Lakes Highway District in conjunction with Post Falls Highway District. Miller seconded. Cooper concurred. The motion passed unanimously.

CDA Tribe, Lake Creek Project:

The crew worked on the Weller Rd. culvert/fish crossing with the CDA Tribal Fisheries. The collaborative project has been successfully completed.

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NEW BUSINESS

1. South Watson Road

Doug Shoop, representing the Mountain Shadows Homeowners Association is in attendance today to Thank the district for the great work done by the crew on maintaining S Watson road. He also asked if there are any projects coming up to improve Watson Rd. The director stated it was previously on the list for improvements, however, due to cost and liability, the project was put on hold. The director stated he would revisit the project. Doug Thanked the board and staff for taking the time to listen to his request.

Johnson motioned to go into executive session at 9:40 am for Personnel Matter, Idaho code 74-206 (1)(b). Miller seconded. Cooper concurred. The motion passed unanimously. Jennifer called roll, Johnson aye, Miller aye, Cooper aye.

The regular meeting resumed at 10:10 am.

2. Temporary snow plow staff

Cooper motioned to allow the director to hire up to 2 temporary staff as needed. Johnson seconded. Miller concurred. The motion passed unanimously.

3. Accounts Payable

Miller moved that the bills be approved as presented on the A/P register. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

4. Upcoming Meetings:

December 11, 2024 Board Meeting 9 am

December 12, 2024 KMPO 1:30 pm

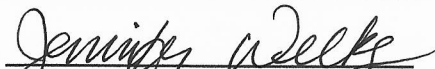
January 22, 2025 Board meeting 9 am

5. Commissioner Comments: none


ADJOURNMENT

Citing no further business, Miller moved to adjourn the meeting at 10:25 a.m. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:


Jennifer Weeks, Deputy Clerk

APPROVED BY:


Phil Cooper, Chair


Date