

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

MINUTES

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

Guests: Jay Hassell, JUB

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 September 11, 2024 meeting, Johnson seconded. Cooper concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

None

OLD BUSINESS

Kootenai County Community Development

Bugle Ridge Estates MIN 24-0016, minor subdivision

This is a two-parcel subdivision off Bolen Street accesses Rockford Bay Road. The district's comments have been sent to Kootenai County Community Development. No additional information this month.

Farup Estates MIN 20-0099, minor subdivision:

It is now up to the applicant to circulate the Final Plate for signatures and request it be recorded. Kootenai County Community Development will check for recording by May 1st, 2025. No additional information this month.

CDA National Reserve, Major Subdivision:

All of the roads have been paved. JUB has been monitoring progress, workmanship and ensuring that the roads meet district standards. The director is meeting with JUB today to look at the roads that are completed to ensure they meet standards.

Clemetson Woods MIN24-0016, minor subdivision:

This proposed 3 lot subdivision is adjacent to Clemetson with High Ranch Road as a connecting road. The district's review and comments have been noted to Kootenai County. The district's comments have been addressed except for payment of the "Payment in Lieu of Construction" (PILC) fees. This fee is due prior to the signing of the final plat.

WHD Construction Projects

Rockford Box Culvert:

The easement acquisition is in process. Application for environmental permits and utility notices have been sent. This project is in final design.

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

The project has reached substantial completion. The guardrail was placed too close to the asphalt, and this has a remedy planned and agreed upon. This and a couple other "punch list" items are in process. You will see an application for payment (AFP #3) on the check register. There is a 5% retainage being held until the "punch list" is completed.

Greensferry Guardrail, Key No. 23285:

The final design has been reviewed by Worley Highway District and the Local Highway Technical Assistance Council (LHTAC). The final design, with changes from the review, will be completed in the near future and is on schedule. No additional information this month.

Kidd Island Road (Phase II):

The right-of-way acquisition from Phase I has been completed. This was necessary for the district to move forward on phase II. LHTAC is in the process of figuring out what avenue they wish to take where engineering reviews and updates are required since the previous design is several years old. No additional information this month.

Cougar Gulch Road:

There is a question as to the final material quantities (cut/fill and import) to be agreed on prior to final payment for the completed project.

WHD Misc. Projects

Koth Road ROW Status:

Staff request conversation in executive session under Pending Litigation, Idaho code 74-206(1) (f)

CDA Tribe, Lake Creek Project:

All permits have been received for both the East Fork of Bozard Creek crossing at the north end of Weller Road and the Lake Creek Crossing at Idaho Road. Due to the late arrival of the permits and staffing levels in October, only the Bozard Creek Crossing at the north end of Weller Road is slated to be constructed this year.

Test pits were dug for the crossing at Idaho Road and a foundation design has been finalized to accommodate the soil strength. Construction is set to begin in 2025.

Work progress Report

The crew had placed several culverts on Rolling Hills Road earlier this month. Due to a delay on the joint project with the CDA Tribal fisheries, the crew has now begun work on the Rolling Hills Road Enhanced Maintenance project.

To help hold the Cougar Gulch Road project together, Magnesium-Chloride was applied to the gravel surface.

Stop bars were painted at the stop signs where they were applicable.

There was a windfall on Cougar Gulch Road that was cleared on Sunday the 8th and then cleaned up on the following Monday.

A retirement celebration for Clint Hull was held on Monday the 9th in appreciation of his more than 38 years of service to the public as an employee of Worley Highway District.

A hazard tree was removed from Hull Loop.

Ditches were cleaned and shaped on Sun Up Bay, Four Echoes, Williams and Rose Creek Roads.

As a joint project, the rail road crossing at Setters was replaced by Union Pacific Rail Road with new concrete slabs and the WHD placed asphalt as needed to create the transition from the road surface to the concrete.

Some grading was performed on gravel roads that were in great need.

Kurt removed a fallen tree on Friday the 13th.

A culvert was placed on Cougar Gulch and some ditch work as well.

A few crewmen have been cleaning and organizing the shops and storage buildings when time allows.

Delineators were installed on a section of Cougar Gulch Road. Brush clearing by Kootenai Electric's contract crew left an area that needed to be better defined after clearing.

Planned work for this coming Month.

Work on Rolling Hills Enhancement project, Grading graveled roads as weather dictates, Preparation for the culvert/fish crossing project with the CDA Tribe, Prepare vehicles and equipment for winter.

In The Shops

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

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NEW BUSINESS

1. 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.

2. Upcoming Meetings:

October 10, 2024 KMPO 1:30 pm

October 30, 2024 Board Meeting 9 am

November 21, 2024 KMPO 1:30 pm

November 27, 2024 Board meeting 9 am

3. Commissioner Comments:

Miller asked about the status of Cave Bay Rd., stating it needs work. The director indicated that the community is working on getting a new sewer system and new water system therefore, it is not a responsible decision to improve the road until that work is complete. The director indicated he has not been contacted by the residents or HOA contact with any updated timeline on the sewer/water projects. The director will reach out to the HOA president to get an update and inform the board of the status.

Johnson motioned to go into executive session at 9:40 am for Pending Litigation, Idaho code 74-206 (1)(f). Miller seconded. Cooper concurred. The motion passed unanimously.

Jennifer called roll, Johnson aye, Miller aye, Cooper aye.

The regular meeting resumed at 9:50 am.

Miller motioned to approve a joint public hearing with Post Falls Highway District Board of Commissioners on Koth Road Validation requests for Koth Road No 515 and Koth Road Change No 550 from its initial point to its terminus point. Johnson seconded. Cooper concurred. The motion passed unanimously.


ADJOURNMENT

Citing no further business, Cooper moved to adjourn the meeting at 9:53 a.m. Johnson seconded the motion. Miller concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:


Jennifer Weeks, Deputy Clerk

APPROVED BY:


Phil Cooper, Chair

Date

10/30/2024