

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
SEPTEMBER 28, 2022  
9:00 A.M.**

**MINUTES**

Commissioner Corinne Johnson called the meeting to order at 9:00 a.m. with Commissioner George Miller and Commissioner Phil Cooper present. Also present were Director Kevin Howard, Deputy Director Dustin Howe and Clerk Tomi Maynard.

**Approval of Agenda**

Miller MOVED to approve the agenda as presented. Cooper SECONDED the motion. Johnson CONCURRED. 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, George Miller and Phil Cooper each indicated no conflicts.

**Approval of Minutes**

Miller MOVED to approve the minutes of the September 14, 2022, regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Public Comments and Guest Introduction**

None.

**Priority Items for Attendees**

None.

**Old Business**

**Koth/Kioth Road**

No updates at this time.

**Kidd Island Road Project**

Susan Weeks has been in contact with the appraiser. There has not been any progress to date. Howard intends to schedule a meeting with Weeks and the appraiser as soon as possible.

**Greensferry/Cougar Gulch intersection traffic control**

This project is still in the design phase with JUB.

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

No updates at this time.

**Westway Drive, Encroachment Complaint**

The permit issued on this property expires on Sunday. Howard will be calling to remind the property owners of the timeframe following this meeting.

**New Business**

**2022-08 Compensation of Commissioners**

**RESOLUTION 2022-08  
COMPENSATION OF COMMISSIONERS**

## BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

SEPTEMBER 28, 2022

Page 2

**WHEREAS**, Idaho Code 40-1314, Compensation of highway district commissioners, officers, agents and employees, requires the board of highway district commissioners of each highway district to fix the annual salaries of the commissioners commencing on October 1 and for the next ensuing year, and

**WHEREAS**, Idaho Code 40-1314, became effective July 1, 2002,

**NOW THEREFORE BE IT RESOLVED**, that beginning October 1, 2022 and for the 2022-23 fiscal year, the Worley Highway Board of Commissioners shall be compensated as follows: Compensation of eight hundred dollars (\$800) shall be paid for each commissioner each month.

All other expenses shall be paid in addition to their compensation, upon the presentation of itemized vouchers, signed by the commissioners on a quarterly basis. Vouchers must be turned in by the 15<sup>th</sup> day of the month following the close of each quarter (Closing months December, March, June, & September). Statements turned in after this date will not be eligible for reimbursement.

**FURTHERMORE, WHEREAS** Highway District Commissioners are considered employees of the District, as per Idaho Code 40-1314(4), and the District's Personnel Policy manual states that the district will provide health, vision, dental, and life insurance for employees,

**THEREFORE, BE IT FURTHER RESOLVED** that Worley Highway District will pay the premiums for medical, vision, dental, and life insurance for the District Commissioners.

Miller MOVED to approve Resolution 2022-08 with a commissioner compensation rate of eight hundred dollars per month. Maynard called the roll with the commissioners voting as follows, Cooper, "aye"; Johnson, "aye"; Miller, "aye". The motion PASSED UNANIMOUSLY.

### **AUTHORIZE PAY RAISES AS BUDGETED**

The 2022-2023 budget (As approved at the August 30<sup>th</sup> budget hearing) provided for wage increases for all employees, effective October 1, 2022.

Miller MOVED to approve the proposed wage rates for fiscal year 2022-2023 as presented on the wage worksheet. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

### **ON THE ROAD** by Director Kevin Howard

The crew began work on Rolling Hills Road enhanced maintenance project. Culverts were replaced across Rolling Hills Road between Ator Hill Road to Bloomsburg Road. Ballast rock is being placed to strengthen the substructure.

The ditches were cleaned on portions of Cottonwood Rd. and Bella Vista Rd.

The crew graded some of the graveled roads.

The crew finished painting the white pavement markings.

The water service line at the Worley yard was replaced. The galvanized steel line from the meter to the building had failed and was replaced with a poly pipe rated at 120 psi.

### **IN THE SHOPS**

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

SEPTEMBER 28, 2022

Page 3

- Truck #105's conversion to a sander truck has been completed.
- New tires were purchased and installed on Trucks #240, #265, pickups #60, #25, #85, #40, #35, and grader #355.
- The sander for truck #240 is in the shop for maintenance and minor repairs.
- Paint truck had repairs to the paint cart completed.
- Pickup #75 was serviced.
- Repairs were made to Roller #855.

**Planned work for this coming Month**

- Grading gravel roads.
- Enhanced Maintenance of Rolling Hills Road between Ator Hill Road and Bloomsburg Road.
- Prepare winter maintenance vehicles.

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

Miller MOVED that the bills be approved as presented on the A/P check register and the payroll check register. Johnson SECONDED the motion. Cooper CONCURRED. The motion PASSED UNANIMOUSLY.

**Upcoming Meetings**

October 3, 2022 7:00 AM – Employee breakfast

October 12, 2022 9:00 AM – WHD Commissioners Meeting

October 26, 2022 9:00 AM – WHD Commissioners Meeting

**Executive Session**

None.

**Commissioner Comments**

None.

**Adjournment**

Citing no further business, Miller MOVED to adjourn the meeting at 9:29 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:



Tomi Maynard, District Clerk

APPROVED BY:

  
Corinne Johnson, Chair

10-12-22  
Date