

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
February 25, 2026  
9:00 A.M.**

**MINUTES**

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

Guests: Jay Hassel, Joellen Ross-Hauer, Lexi Witherwax, Brandon Johnson

**APPROVAL OF AGENDA**

Cooper moved to approve the agenda. Miller seconded. Johnson 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**

Cooper moved to approve the minutes of the January 28, 2026, meeting. Miller seconded. Johnson concurred. The motion passed unanimously.

**BID OPENING**

Chairman Cooper opened bids to supply magnesium chloride to the District for 2026 road stabilization as follows:

<i><b>Bidder</b></i>	<i><b>Bid Price</b></i>	<i><b>Demurrage</b></i>		<i><b>Anticipated Delivery Date</b></i>
EnviroTech Services LLC	\$185 per ton	\$75 per day	7 free days	March 17, 2026

Cooper commented that only one bid was received. Howard mentioned that GMCO & EnviroTech merged last year. Cooper directed Director Howard to research other sources and options for future.

Cooper moved to award the bid to EnviroTech, pending review by Director Howard. Miller seconded. Johnson concurred. The motion passed unanimously.

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

**PUBLIC COMMENTS AND GUEST INTRODUCTIONS**

Joellen with LHTAC presented three staff members with road scholar awards. Brandon with Coeur Builders was following up with Vacation request.

## **OLD BUSINESS**

### **Work progress Report**

#### **On The Road**

Brushing tractor has been out brushing edges of the roadways.

Crews stockpiled gravel, sealcoat chips and sanding materials from Ford pit to Mica Yard.

Crews applied mag chloride to pre-treat roads when freezing weather was forecasted.

Crews plowed and sanded when needed.

Crews put new logos on equipment when time allowed.

Crews have been using man lift boom to remove leaning trees from windstorm.

Crews are using man lift boom to brush roads that are being chip sealed next year.

Crew used vac truck and water truck to clear a culvert on Rockford Bay Rd.

Crews took water tank off truck #255 and retrofitted it onto truck #240 to save from purchasing a new truck to install used tank on. Truck #255 has a broken frame rusted out frame.

#### **Planned work for this coming Month**

Brush roads when weather allows, Perform winter maintenance on roads, Repair summer equipment, Start spring brooming

#### **In The Shops**

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

#### **Staff Report-Kevin Howard**

##### **Kootenai County Community Development**

#### **Clemetson Woods (Clemetson Rd) MIN22-0056, 3-lot minor subdivision:**

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. Kootenai County Community Development has granted an extension to November 1, 2026. No additional information this month.

#### **Repsold-Hyatt (Rockford Bay Rd) MIN21-0115, 2-lot minor subdivision:**

The final plat (mylar) has been presented for signature.

Johnson moved to sign the plat (mylar) for Repsold-Hyatt 2-lot minor subdivision. Miller seconded. Cooper concurred. The motion passed unanimously.

#### **Phoenix Estates (Rockford Bay Rd) MIN25-0006, 4-lot minor subdivision:**

KCCD placed this project on hold starting October 20, 2025. No additional information this month.

#### **WHD Construction Projects**

#### **Cougar Creek Bridge on McAvoy Road Replacement project through LHTAC's LILB program:**

Going to bid in March.

**Conkling Road / US-95 Street Lights:**

This project is on track to be advertised, bid and constructed this summer.

**Greensferry Guardrail, Key No. 23285:**

This project is physically complete. The acceptance letter for completion has been sent. Closeout has not been completed as not all the documents have been received from the contractor.

**Kidd Island Road (Phase II):**

JUB and LHTAC are working on a revised agreement this week to include an environmental task. The roadway materials report is being finalized.

**Cougar Gulch Road:**

With a recent weather event, some erosion has occurred that will need attention. Corrective measures are being planned. I am making a request for discussion in executive session. I.C. 74-206 (1) (l)

**Bloomsburg Road- cost share project:**

Deputy Director Howe is working with a landowner to discuss accessibility during construction.

**Williams Bridge:**

The CDA Tribe has requested further survey information from JUB as well as considering a passage design for fish.

**Sun-Up Bay Road (S curves):**

JUB is working on a 30% design. There are currently two centerline alignments being considered. Both are suitable for the alignment but will come down to the landowner's preference.

**Hull Loop:**

WHD and JUB will meet on March 3<sup>rd</sup> to start design review and notify subconsultants of potential work to be accomplished.

**WHD Misc. Projects**

**Koth Road ROW Status:**

The validation Hearing has been set for March 24, 2026. This will be held at Lakes Highway District at 17783 N. Hope Rd., Hayden, ID 83835; at 6pm.

**CDA Tribe, Lake Creek Project:**

The Weller Road crossing at Lake Creek survey has been delivered to the CDA Tribe. CDA Tribal Fisheries has gained access to adjacent lands at the Elder Road crossing at School Creek. JUB will continue to support the project through construction.

**Drechsel Road potential Realignment and ROW exchange:**

A recent design was received on Monday and is under review.

**AHDKC Standards update:**

No additional information this month.

**Request for Abandonment of unopened rights of way in Rockford Bay:**

Johnson moved to schedule a Public Hearing on Wednesday April 22, 2026, at 9 am at the Worley Highway District office for the abandonment request of road # 372. Miller seconded. Cooper concurred. The motion passed unanimously.

**NEW BUSINESS**

**1. LHTAC presentation to road scholars**

Joellen Ross-Hauer presented road scholar awards to Tim, Randy and Todd.

**2. Sun-Up office generators**

Director Howard presented the commissioners with 2 bids each from 2 companies. Discuss regarding need to run offices and surrounding buildings to avoid issues with weather and loss of power. Will be discussed again during budgeting time.

**3. Resolution #2026-01 AUTHORIZING THE ADOPTION OF THE KOOTENAI COUNTY MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION PLAN**

Johnson moved to sign Resolution #2026-01 AUTHORIZING THE ADOPTION OF THE KOOTENAI COUNTY MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION PLAN. Miller seconded. Cooper concurred. The motion passed unanimously.

Charyl called roll, Johnson, aye, Miller, aye, cooper aye.

**4. Accounts Payable**

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

**5. Upcoming Meetings**

March 12, 2026 KMPO 1:30 pm  
March 12, 2026 AHDKC 3:30 pm  
March 25, 2026 Board meeting 9 am

**6. Commissioner Comments**

None

Johnson moved to go into executive session at 10:02 am for Personnel Matter, Idaho code 74-206 (1) (b) and Pending Litigation, Idaho code 74-206 (1) (f). Miller seconded. Cooper concurred. The motion passed unanimously.

Charyl called roll, Johnson, aye, Miller, aye, cooper aye.

The regular meeting resumed at 10:31 am.

No motions were made coming out of the executive session.

**ADJOURNMENT**

Citing no further business, Cooper moved to adjourn the meeting at 10:32 a.m. Johnson seconded. Miller concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:

Charyl Ragan  
Charyl Ragan, Clerk

APPROVED BY:

Phil Cooper  
Phil Cooper, Commissioner

3/25/2026  
Date

**WORLEY HIGHWAY DISTRICT**  
**RESOLUTION 2026-01**

**AUTHORIZING THE ADOPTION OF THE  
KOOTENAI COUNTY MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION  
PLAN**

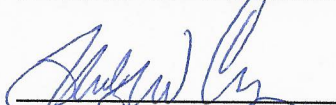
WHEREAS, an All-Hazard Mitigation Plan reduces risks from hazards and serves as a guide for decision makers committing resources to reducing the effects of hazards; and, pursuant to 44 C.F.R. 201.6, such a Plan serves as the basis for provision of technical assistance and prioritizing of project funding; and

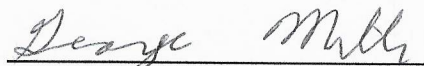
WHEREAS, the 2026 Kootenai County Multi-Jurisdictional All Hazard Mitigation Plan was drafted by the Kootenai County Office of Emergency Management with the help of the Kootenai County Local Emergency Planning Committee (LEPC); local municipalities, agencies, and special purpose districts; the All-Hazard Mitigation Plan Steering Committee; and,


WHEREAS, the 2026 Kootenai County Multi-Jurisdictional All Hazard Mitigation Plan has been subjected to a pre-adoption review by the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA), has been found to successfully contain the required criteria as outlined in 44 C.F.R. 201, and, upon adoption by the Kootenai County Board of Commissioners, other municipalities, agencies, and special purpose districts, respectively, the Plan will be formally adopted by FEMA;

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Worley Highway District: that the All-Hazard Mitigation Plan be, and hereby is, adopted this 25th day of February, 2026.

**WORLEY HIGHWAY DISTRICT  
BOARD OF COMMISSIONERS**

  
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Philip Cooper, Chair

  
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George Miller, Commissioner

  
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Corinne Johnson, Commissioner

ATTEST:

  
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Charyl Ragan, District Clerk/Treasurer