

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
March 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, Deputy Director Dustin Howe, Deputy Clerk Jennifer Weeks and Clerk Charyl Ragan. Guests: Jay Hassel, Susan Lauson, Lexi Witherwax, Scott Hoover.

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

Miller moved to approve the minutes of the February 25, 2026 meeting. Johnson seconded. Cooper concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

none

OLD BUSINESS

Work progress Report

Brushing tractor has been out brushing edges of the roadways.
Crews brushed with rented manlift on Hull Rd. and on Putnam Rd.
Crews removed wings on graders and prepared for grading.
Crews started grading and preparing for summer mag.
Crews stockpiled gravel from Ford to Mica yard.
Crews are doing spring brooming.
Crews worked March 11th all night into March 12th clearing windstorm debris.
Crews worked for the rest of month cleaning tree debris up from windstorm.
Crews plowed and sanded Friday March 13th and Saturday March 14th for spring snowstorm.
Some areas measured over 10" of accumulative snow for the event.
Jake Willard worked in shop cleaning and getting shop into order so he can perform his duties.
Crew helped Jake clean shop.

Planned work for this coming Month

Brush roads when weather allows, Crew clean shops, Get ready for spring mag season and apply mag, 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:

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

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

Dustin and Kevin met with the current owner of the property. He is still developing a plan as to how he wants the project to be constructed. If the design changes substantially, Kootenai County may have him reapply for a new subdivision permit number. No additional information this month.

WHD Construction Projects

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

Going to bid March 26th. Expected start date between June 1 and July 15, 2026.

Conkling Road / US-95 Street Lights:

The revised plans are under review by ITD. The project is anticipated to be out to bid by JUB by the end of March.

Greensferry Guardrail, Key No. 23285:

This project is complete and closed out by ITD and LHTAC.

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. No additional information this month.

Cougar Gulch Road:

Materials testing results were received today and forwarded to the district's attorney for review.

Bloomsburg Road- cost share project:

An adjacent land owner has looked at the construction easement request and is agreeable to the district needs.

Williams Bridge:

The CDA Tribe has requested further survey information from JUB as well as considering a passage design for fish. No additional information this month.

Sun-Up Bay Road realignment (S curves):

JUB is working on a 30% design. There are now three centerline alignments being considered. One augments the current alignment and two are suitable for the alignment but will come down to the landowner's preference.

Hull Loop:

WHD and JUB will meet to start design review and notify subconsultants of potential work to be accomplished.

WHD Misc. Projects

Koth Road ROW Status:

Deliberations set for April 22, 2026.

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.

Request for Abandonment of a portion of road #372:

Lexi Witherwax is here to request a hearing date apart from and prior to the regular board meeting on May 27th. Johnson moved to set a hearing for abandonment of a portion of road #372 for Monday May 11, 2026 at 9 am at the Worley Highway District office. Miller seconded. Cooper concurred. The motion passed unanimously.

Drechsel Road potential Realignment and ROW exchange:

A recent review has been completed of construction design and there are a few more changes to finalize the design. Upon successful review by JUB and the director, a final decision from the board as to whether or not to move forward will be required.

If approved for construction: upon completion of construction and pending by Worley Highway District and JUB as the district's consultant, a hearing date shall be set for a right-of-way exchange.

AHDKC Standards update:

A meeting is scheduled for March 26, 2026 for the directors to review the Standard Drawings for the AHDKC Standards Manual update project.

NEW BUSINESS

1. iii-A Annual Report

Susan Lausen presented the iii-A Annual report for FY 2024-2025.

2. Scott Hoover to present annual audit report

Scott Hoover presented the annual audit report for FY 2024-2025.

3. Accounts Payable

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

4. Upcoming Meetings

April 9, 2026 KMPO 1:30 pm

April 22, 2026 Board meeting 9 am

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4. Upcoming Meetings

April 9, 2026 KMPO 1:30 pm

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5. Commissioner Comments

none

Johnson moved to go into executive session at 9:57 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 10:39 am.

No motions were made coming out of the executive session.

ADJOURNMENT

Citing no further business, Miller moved to adjourn the meeting at 10:40 a.m. Johnson seconded. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:

Jennifer Weeks
Jennifer Weeks, Deputy Clerk

APPROVED BY:

Phil Cooper
Phil Cooper, Commissioner

4/22/2026
Date