

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
July 22, 2026
9:00 A.M.**

MINUTES

Commissioner Phil Cooper called the meeting to order at 9 a.m. with Commissioner Corinne Johnson present 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

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 June 24, 2026 meeting. Cooper seconded. Johnson concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

none

OLD BUSINESS

Work progress Report

Crew chip sealed over 16 miles in 9 working days.
Multiple crews came in early to broom the days of chip sealing.
Minimal overtime was worked to get chipseal's done.
Crew started fog sealing on 7/21/2026.
Paint striping crew serviced and tested paint truck.

Planned work for this coming Month

Clean shops and prepare for summer, Fog seal, Help Plummer Gateway chipseal one day
Stripe roads, start Bloomsburg Rd. cost share project

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:

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

JULY 22, 2026

Page 2

The name of the development has changed to Diamond Heights. The design has changed. Worley Highway District has requested the review fee deposit. The name change will be reflected on the agenda and report at the next meeting.

WHD Construction Projects

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

The district held the Preconstruction Meeting at the district office yesterday. Construction will begin in September.

Conkling Road / US-95 Street Lights:

Monday of this week it was noticed that the survey for the project had been completed. Construct will begin this week.

Kidd Island Road (Phase II):

A Kick-off meeting will be held on June 30th. This meeting will be held online. No additional information this month.

Cougar Gulch Road:

The materials report has been delivered. The WHD Board has given the staff, legal and engineering directions as how to proceed. No additional information this month.

Bloomsburg Road- cost share project:

Dustin, Spark and I met with property owners where some construction easement will be needed to tie their driveway into the enhanced maintenance work to be done adjacent to their property. No additional information this month.

Williams Bridge:

Continuing design. The district plans to install the structure. Easement will be needed from adjacent property owners for construction and future maintenance. No additional information this month.

Sun-Up Bay Road realignment (S curves):

Survey has been provided as requested by an adjacent property owner. This gives a general idea as to what can be expected when constructed.

Hull Loop:

Survey for a couple of adjacent properties will be accomplished in the next couple of weeks

WHD Misc. Projects

Koth Rd ROW status:

No additional information this month.

CDA Tribe, Lake Creek Project:

Design and alignment nearing completion. Next step will be to order the structure. No additional information this month.

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

JULY 22, 2026

Page 3

Drechsel Road potential Realignment and ROW exchange:

Construction to begin approximately late spring/early summer 2027. No additional information this month.

AHDKC Standards update:

The AHDKC directors met on July 14th for review. There are some standard drawings that are still in draft as well as addressing the comments received on July 14.

FEMA Funds for Disaster Declaration-storm 12-16-2025:

Staff has been working with FEMA to receive reimbursement for the "Straight Line Wind Storm" and now, there is a second application offered for a smaller storm that had occurred. Staff are waiting to receive the application.

NEW BUSINESS

1. Discussion on gutters to complete the new roof project at Sun -up office

Miller moved to approve Troyer's Seamless Gutters to complete the gutter work. Johnson seconded. Cooper concurred. The motion passed unanimously.

2. Discussion on gWorks platform vs. Sales Force platform

The clerk presented information on the issues with the conversion from Pubworks to gworks and that the clerk and Deputy clerk have researched other platforms. No decisions made, the discussion and research will continue to find a solution.

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

August 12, 2026 Budget Workshop 9 am

August 13, 2026 KMPO 1:30 pm

August 26, 2026 Board meeting & Budget Hearing 9 am

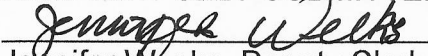
5. Commissioner Comments

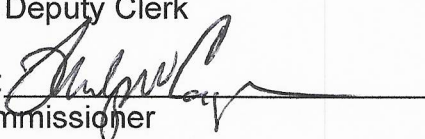
Cooper commented that Cougar Gulch Rd is in relatively good condition. Dustin stated that the district is doing regular maintenance.

ADJOURNMENT

Citing no further business, Miller moved to adjourn the meeting at 9:34 a.m. Johnson seconded. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:


Jennifer Weeks, Deputy Clerk

APPROVED BY: 
Phil Cooper, Commissioner

Date

