WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
October 28, 2026
9:00 A.M.

MINUTES

Commissioner Phil Cooper called the meeting to order at 9:02 a.m. with Commissioner Corinne Johnson present and Commissioner George Miller present. Also present, Deputy Director Dustin Howe, Deputy Clerk Jennifer Weeks and Clerk Charyl Ragan.
Guests: Riannon Zender with 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 23, 2026 meeting. Johnson seconded. Cooper concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

none

OLD BUSINESS

Work progress Report

One crew worked on Bloomsburg project #1355.
Contract trucks and Plummer Gateway Highway District helped haul to Bloomsburg Rd. project #1355.
Graders went out grading when rain provided moisture.
Second crew worked on Weller fish passage culvert with CDA tribe. #1353
Some crew worked on weekends to keep Weller project dewatered.
We had our annual benefits meeting.
Water leak was fixed at the Worley Shop.

Planned work for this coming Month

Get shop at mica organized for winter, Service plow equipment, Finish culvert on Weller with CDA tribe project #1353, Road and sign surveys.

In The Shops

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

Staff Report-Dustin Howe

Kootenai County Community Development

Ivy Hill 1St Addition (Valhalla Rd.) MIN26-0023, 3-lot minor subdivision:
WHD has requested a 10 foot "Roadway, Drainage and Utility Easement" be added and included adjacent to Valhalla Road. Additionally, the Payment in Lieu of construction fees are due prior to the district signing off on the subdivision. No additional information this month.

Clemetson Woods (Clemetson Rd) MIN22-0056, 3-lot minor subdivision:
Kootenai County Community Development has granted an extension to November 1, 2026.

Diamond Heights (Rockford Bay Rd) MIN25-0006, 4-lot minor subdivision:
JUB has sent the review letter, and it was reviewed by WHD. WHD approved preliminary plat with variances noted by JUB. Developers still need to have RDA signed, PILC's paid and remaining review fees paid before plat will be signed.

Redtail Bluffs (Kidd Island and Weniger Rd.) MIN26-0031, 4-lot minor subdivision:
JUB reviewed the plat and made comments. The review was sent back to the developer's engineers to make corrections noted by JUB. The developer is asking for right of way to be easement instead of deeded right of way. Developers still need to have RDA signed, PILC's paid and remaining review fees paid before plat will be signed.

WHD Construction Projects

Cougar Creek Bridge on McAvoy Road Replacement project through LHTAC's LILB program:
This project is at 95% completion. Some minor punch list items left to complete. The bridge is open for travel as of October 22,2026.

Conkling Road / US-95 Street Lights:
The light poles are now on back order until November. No additional information this month.

Kidd Island Road (Phase II):
JUB is double and triple checking that all the necessary surveys (Archaeologic and Historical) as well as other pertinent documents are satisfied and complete as we prepare for the 2027-2028 construction season. No additional information this month.

Cougar Gulch Road:
Requested to discuss in Executive session.

Bloomsburg Road- cost share project:
This project is at 95% completion and will be wrapped up next week.

Williams Bridge:
Continuing design. The district plans to install the structure. Easement will be needed from adjacent property owners for construction and future maintenance. Deputy Director and clerk went to a funding meeting on 10/27/2026 and will work on getting a grant for this project.

Sun-Up Bay Road realignment (S curves):
We are still working on right-of-way acquisition. We've yet to hear from the owner after he had the property surveyed. The director will reach out to him to rekindle conversations. No additional information this month.

Hull Loop:
JUB has developed an alternate route to hopefully appease the adjacent property owner's concerns about his pond. The director will provide small sketches for consideration and guidance from the board. No additional information this month.

WHD Misc. Projects

Koth Road ROW status:
No additional information this month.

CDA Tribe, Lake Creek Project:
The culvert is constructed and backfill is being done this week. Roadway is anticipated to open the week of November 2nd.

Drechsel Road potential Realignment and ROW exchange:
The owner has applied for a Sight Disturbance Permit for the area to be utilized for the new roads' alignment. This project is on hold until summer of 2027. No additional information this month.

FEMA Funds for Disaster Declaration-storm 12-16-2025 and storm March 11, 2026:
Charyl has been keeping the details of the FEMA funds up to date and receipt of the funds are anticipated. They are both in final review.

NEW BUSINESS

1. **Notice to the Board of Commissioners, Kevin Howard has delegated all director duties to Dustin Howe, Deputy Director, effective October 21, 2026.**

2. **2027 Board Meeting Schedule**
   Miller moved to approve the proposed Board meeting schedule for 2027. Johnson seconded. Cooper concurred. The motion passed unanimously.

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**
   November 9-November 12 2026 IAHD Convention
   November 19, 2026 KMPO 1:30 pm
   November 25, 2026 Board meeting 9 am

5. Commissioner Comments
none

Cooper moved to go into executive session at 9:47 am for Personnel Matter, Idaho code 74-206 (1) (b) and Pending Litigation Idaho code 74-206 (1) (f). Johnson seconded. Miller concurred. The motion passed unanimously.

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

The regular meeting resumed at 10:29 am.

After coming out of the executive session, no motions were made.

ADJOURNMENT
Citing no further business, Miller moved to adjourn the meeting at 10:30 a.m. Johnson seconded. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:

Jennifer Weeks, Deputy Clerk

APPROVED BY:

Phil Cooper, Commissioner 11/25/2026 Date