

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
August 9, 2023
9:00 A.M.**

MINUTES

Commissioner Phil Cooper called the meeting to order at 9:00 a.m. with Commissioner Corinne Johnson and Commissioner George Miller present. Also present were Director of Highways Kevin Howard, Deputy Director Dustin Howe, Clerk, Charyl Ragan, Deputy Clerk, Jennifer Weeks and:
Susan Weeks
Jay Hassel
Richy & Karen Schoener
Abraham & Hannah Kellmer

APPROVAL OF AGENDA

Miller moved to approve the agenda, Johnson seconded, Miller 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 entertained a motion to approve the minutes of the July 26, 2023, regular meeting and July 27, 2023, Budget meeting. Miller moved, Johnson seconded, Cooper concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

Karen Schoener commented on the line recently painted on the road at the intersection of Kidd Island and Hull Loop, she stated that you can't see oncoming traffic due to the hill and the trees. It was explained to her that it is in the same place as previous and that it was engineered as an acceptable placement for the line, it was also explained that traffic can stop on the line then proceed forward with caution to be sure it is safe to go. She also mentioned visibility issues due to trees. He was informed that the trees will be addressed and trimmed as needed in the winter, during brushing season.

Public Hearing-ROW Exchange, Kootenai County Solid Waste

Susan Weeks was appointed to act as the Board's Hearing officer. Please see attached Exhibit A and Exhibit B.

Cooper entertained a motion to sign the agreement. Miller moved; Johnson seconded. Jennifer took roll, Cooper aye, Johnson, aye, Miller, aye. The motion passed unanimously.

OLD BUSINESS

Kootenai County Community Development

Unless desired by the board, projects that have seen no activity will not be read in the consideration of time.

1. CDA National Reserve, Major Subdivision, Loffs Bay Rd.:
The contractor is installing domestic utilities. Road work has not yet begun.

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2. Ranch at Cougar Creek, MIN20-0057:
The Mylars are before the board for signature consideration.
Cooper entertained a motion to sign the mylars and RDA, Johnson moved, Miller seconded, Cooper concurred. The motion passed unanimously.
3. Misty Vale, MIN21-0098:
This subdivision is proposed off Vogel Road. The district's review has been given to Kootenai County Community Development. No activity since October 7, 2022. No additional information this month.
4. Harwood Estates, MIN 22-0022:
This subdivision is proposed adjacent to Meadowbrook Loop. I have reviewed the proposed subdivision and have no objection to the district signing the final plat pending one final review of the Mylar and receipt of the In Lieu of Construction Fees. No additional information this month.
5. Serenity View Estates, MIN22-0028:
This proposed subdivision is at the end of Fox Haven Rd. (private). Staff has reviewed the proposed subdivision and has commented to Kootenai County Community Development. The review was performed in house. No additional information this month.
6. Kellmer Acres, MIN22-0053:
Abe and Hannah Kellmer asked the board to consider reducing the PILC. Cooper entertained a motion to deny the request and sign RDA as written and sign the mylars, Johnson moved, Miller seconded, Cooper concurred. The motion passed unanimously.
7. Azure Estates, MIN22-0059:
This proposed subdivision is accessed by way of Rockford Bay Rd. The district review recommendations have been sent to Kootenai County Community Development. No additional information this month.

WHD Construction Projects

1. Rockford Box Culvert: Status
Whereas the desire to widen or replace the box culvert just west of the Rockford Bay Road and Loffs Bay Road Intersection has been a point of concern in discussions revolving around both the intersection project and the rebuild of Rockford Bay Road. It has been singled out as a standalone project and ranked. It ranks second in the category, just after the adjacent intersection project. Jay with JUB stated geotechnical exploration is scheduled in September.
2. WHD Transportation Plan:
The current WHD was adopted 6 years ago. Updates are suggested every 5 to 10 years as projects are completed and new goals established. The updated plan will be completed in time for the district's next application for STP-Rural funding of which a current Transportation Plan is required. No additional information this month.
3. Rockford Bay Road/Loffs Bay Road (W) Intersection: Status Report

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A second property owner has now responded to the district's request for right-of-way and presented a counteroffer. An administrative settlement has been offered. The district is waiting for a response from the property owner. No additional information this month.

4. Greensferry Guardrail, Key No. 23285:

JUB is working on the concept design, review meeting scheduled for 8/31/2023. Concurrently, environmental and cultural reporting is in process.

5. Loffs Bay Road Participation Project (Cost Share Paving):

The district has received the agreed upon funds from the group. No additional information this month.

6. Kidd Island Road (Phase II):

While in Boise last Wednesday, I worked with Kevin Kuther at LHTAC to ensure that the documents were accurate and disseminated to the necessary and appropriate agencies. State Local agreement is before the board for signature.

WHD Misc. Projects

1. Koth Road ROW Status:

A request for information was received. Staff and legal counsel have been compiling the information and will make it deliverable soon. No additional information this month.

2. CDA Tribe, Lake Creek Project:

Dustin and I met with Angelo and Stephanie (CDA Tribal Fisheries) yesterday to begin scheduling this project. The project build years are 2024 and 2025. We have more planning to do to prepare for the project. The federal grant for the project has been secured.

NEW BUSINESS

1. Board Discussed Traffic Management Center (KMPO)

2. **Accounts Payable**

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

3. **Upcoming Meetings:**

August 17, 2023, WHD Budget Workshop

August 30, 2023, WHD Board of Commissioners and Budget Hearing

4. **Commissioner Comments:** none

EXECUTIVE SESSION

Cooper motioned to include Kevin Howard and Dustin Howe in executive session for a personnel matter, Johnson seconded, Miller concurred. The motion passed unanimously. The executive session started at 10:01 and adjourned at 10:43 am.

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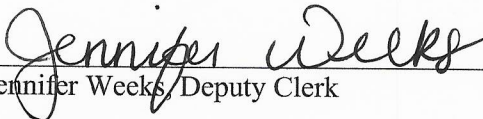
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The regular session resumed at 10:43 am. Johnson entertained a motion to offer the GIS temporary employee a full-time position with benefits at WHD starting August 14, 2023, Cooper moved, Miller seconded, Johnson concurred. The motion passed unanimously.

ADJOURNMENT

Citing no further business, Coer moved to adjourn the meeting at 10:50a.m. Miller seconded the motion, Johnson concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED BY:

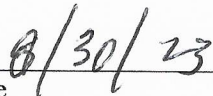


Jennifer Weeks, Deputy Clerk

APPROVED BY:



Phil Cooper, Chair



Date