

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
December 28, 2017
9:00 A.M.**

MINUTES

Chairman James Mangan called the meeting to order at 9:08 a.m. with Commissioners George Miller and Corinne Johnson present. Also present were Assistant Supervisor Dustin Howe, Clerk Carol Richel, and Administrative Assistant Tomi Maynard.

Approval of Agenda

George Miller MOVED to approve the agenda as presented. Corinne Johnson SECONDED the motion. James Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Approval of Minutes

Miller MOVED to approve the minutes of the December 13, 2017 regular meeting. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY. Mangan signed at 9:09 AM.

Public Comments

None.

Old Business

Reported by Assistant Supervisor Dustin Howe

1. Finnebott, Bennion & Sun Up Intersections

JUB is still working with Kevin on the design for providing access to a well head in the location. Angie from JUB and Howard will meet next week.

2. La Delcardo Bay Rights-of-Way

Susan Weeks is still working on this.

New Business

Work Progress Report

Assistant Supervisor Dustin Howe

ON THE ROAD

Two crew members worked in the Ford pit with loaders organizing and stockpiling gravel for winter maintenance.

A culvert was replaced on Thompson Road that was rusted out and failing during last spring runoff.

Gravel was moved from Johnson pit to Worley shop for winter maintenance purposes.

Some of the crew hauled sand from Post Falls Highway District's Huetter Pit to the Mica yard and the Worley yard for winter use.

Mangan asked the benefit of moving gravel to the Worley shop vs sending a truck to the pit when necessary. Howe explained that it increases productivity. Particularly at times when chains are necessary on trucks.

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Johnson asked if we purchase sand from Post Falls Highway District. Mangan and Howe indicated that we lend our equipment and manpower to help maintain the pit, in return Post Falls gives us the sand.

The crew plowed and sanded roads as needed multiple times. Crew also ran water when temperature warmed up after heavy snowfall on December 19th.

We applied magnesium chloride to roadways preparing for snowstorms multiple times.

Roadwise donated and applied a tote of magnesium to the sand stockpile at Mica.

Dustin detailed the new process and effect of applying magnesium chloride to sand, before applying the sand to the roads.

Some ditches were cleaned this month. There were some areas with obvious issues that were targeted so that they were ready for the coming spring runoff. Chatcolet, Senkler and Williams roads were ditched using big excavator removing large amounts of dirt. Bitter and Dagefoerde roads were ditched using grader and loader practices. Tractor with ditching head went out also cleaning small ditches.

Crew installed a culvert in an approach on Weller Rd the highway district uses for a turnaround in the winter months. The turnaround at the end of Fighting Creek was ditched and cleaned for the run off season.

Some of the crew graded and filled potholes on graveled roads to prepare them for the start of winter maintenance.

Vehicle and Equipment Repair

(ST) Shop truck

(DS) Dealer Service

(W) Worley Shop

Pickups

#80 built new oversized load sign

#95 serviced and prepared for winter

Trucks

#100 installed computer for new mag distribution system

#105 replaced headlights

#115 installed new ground wire for plow lights

#145 repair bad wiring plug for sander, replace auger drive motor

#150 replaced clutch

#155 repaired coolant leak

#160 replaced defroster fan motor

#185 change flat front tire, repair chain up lights

#190 replaced heater fan motor, replace plow pump belt and fan belts

#235 repaired marker light wiring, window washer pump and replaced head lights

#240 replaced both tie rod ends

#275 made new oversized load sign

#280 repaired quarter fender

Motor Graders

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#340 replaced fuel injector nozzles, replace heater lines, replace air compressor and air dryer, and replace backup alarm

Wheel Loaders

#445 serviced and prepared for winter.

Trailers

#600 replaced bottom of tool box

Miscellaneous

#850 installs new mag distribution system

Built new doors for box car and installed them

Planned work for this coming Month

- Winter Maintenance
- Brushing when weather allows

Mangan asked if we have a list prepared yet of items in the "Bone Yard" that can be sold. Howe reported that they are still working on that.

Howe also informed the board that they are going to look at a snow blower head next week, to replace one that had previously failed mechanically.

2018 Mileage Rate

Richel reported that the 2018 IRS rate for mileage was released at 54.5 cents per mile.

Miller MOVED that the commissioners begin using the rate of 54.5 cents per mile on future expense reports. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Bills presented for approval, and Discussion of Finances

Mangan attended the conference in Sandpoint and the only point of attention he felt needed to be mentioned was that the recent tax cuts may affect funds received from HB312. There are no clear indications as of yet. He suggested that we monitor the situation.

Mangan questioned the repeated costs of repair for the service station. Howe updated the board that there is a screen that technicians have had to replace multiple times, due to some sort of design flaw, and while the part itself is warrantied, the service is not, so we have been billed for the tech visits for that issue. Richel and Howe indicated that they have been communicating with the company to try to come to some sort of middle ground agreement on the service charges associated with the screen replacement, as it isn't our mistake, or theirs, that is creating the need for repeat visits. This particular invoice also included a visit from techs to trouble shoot an issue that was occurring with the software, with the only solution being, that we delete old fuel usage reports, to free up space in the system for new reports. Mangan suggested that we ensure that we have the old reports, on an external storage source if necessary; and agreed that Howe and Richel should continue to negotiate the fees.

Miller MOVED that the bills be approved as they appear on the A/P and Payroll Check Registers. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

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Upcoming Meetings

January 10, 2017 Regular Meeting

January 30, 2017 Regular Meeting

Commissioner Comments

None.

Executive Session-

Adjournment

Chairman Mangan adjourned the meeting at 9:45 AM.

RESPECTFULLY SUBMITTED BY:

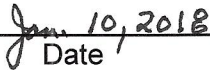


Tomi Maynard, Administrative Assistant

APPROVED BY:



James Mangan, Chairman



Date
