

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
December 13, 2023
9:00 A.M.**

MINUTES

Commissioner Phil Cooper called the meeting to order at 9a.m. with Commissioner Corinne Johnson and Commissioner George Miller present. Also, present were Director of Highways Kevin Howard, Deputy Director Dustin Howe, and Clerk, Charyl Ragan.

APPROVAL OF AGENDA

George moved to approve the agenda; Corinne seconded. Phil 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

George moved to approve the minutes of the November 29, 2023 meeting, Corinne seconded. Phil concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

None.

OLD BUSINESS

Kootenai County Community Development

Azure Estates, MIN22-0059: The board has a request for signature today on the final plat (Mylars) from the developers engineer. PILC paid, RDA signed.

George moved to sign the mylars; Corinne seconded; Phil concurred. The motion passed unanimously.

CDA National Reserve, Major Subdivision:

Road work has begun and JUB's Jacob Clark is performing the construction inspections for Worley Highway District. No additional information this month.

Misty Vale, Minor subdivision, MIN21-0098:

Seeing no activity since October 7, 2022, and noting that one reviewing agency has denied the application, I will be removing this item from my report.

Serenity View Estates, MIN22-0028:

The status of this proposed subdivision at Kootenai County is "Pending". The application became inactive on November 25, 2023. I will be removing this from my report.

WHD Construction Projects

Rockford Box Culvert:

JUB is working on the concept plan and alternatives. A report is expected for the board at the January meeting.

WHD Transportation Plan:

The comments (feedback) collected at the open house are being processed. Additionally, Dustin and I met with Robert Beachler – ITD at JUB with Angie Comstock and staff to discuss potential needs/projects where vehicle conflicts may occur at the intersections to US-95.

Rockford Bay Road/Loffs Bay Road (W) Intersection:

Attorney Weeks, Dustin and I met last Wednesday to discuss WHD projects. Susan reported that her paralegal is assisting her on this acquisition.

Greensferry Guardrail, Key No. 23285:

Core drilling to obtain data for design will commence on or near December 18th and be completed in the first week of January.

Loffs Bay Road Participation Project (Cost Share Paving):

The project is complete less the paving. The project will be regraded, checked for readiness to pave, then paved next summer. No additional information this month.

Kidd Island Road (Phase II):

Two Final Offers for right-of-way acquisition were sent out December 6th.

WHD Misc. Projects

Koth Road ROW Status:

Attorney Susan Weeks is requesting a court date in June 2024.

CDA Tribe, Lake Creek Project:

The CDA Tribal Fisheries grant application was approved. The funds are expected this winter. It would be fitting to enter into an agreement with the CDA Tribal Fisheries for this series of projects as there are several details to track.

NEW BUSINESS

1. Snowplow advertising

Phil moved to approve the advertising due this month, but not to continue next year. Corinne 2nd, George concurred. The motion passed unanimously.

2. Donation of property to the district

Phil moved to accept the donated property. Corinne 2nd, George concurred. The motion passed unanimously.

3. Discuss clerk becoming signer on bank account.

George moved that the clerk is authorized to be a signer on the bank account. Corinne 2nd, Phil concurred. The motion passed unanimously.

4. Resolution #2023-05, Annual Appropriations Resolution

Charyl took roll, Johnson, aye, Miller aye, Cooper aye.

Corinne moved to sign resolution #2023-05, Annual Appropriations Resolution. George 2nd, Phil concurred. The motion passed unanimously.

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5. Discuss Farm Lease with Ramsey

George moved to discuss with the lease holder a new upgraded agreement and increase rates to market value. Corinne 2nd, Phil concurred. The motion passed unanimously.

6. Discussion about Asset Keeper with Plummer Gateway Hwy Dist.

George moved that WHD and Plummer Gateway use the same asset keeper license and split the cost of the program. Corinne 2nd, Phil concurred. The motion passed unanimously.

7. Approval of Road and street report

Corinne moved to approve the road and street report. George 2nd, Phil concurred. The motion passed unanimously.

8. Accounts Payable

George moved that the bills be approved as presented on the A/P register. Corinne seconded the motion. Phil concurred. The motion passed unanimously.

9. Upcoming Meetings:

December 14, 2023, KMPO 1:30 pm

December 19, 2023, KCATT 8:00 am

December 27, 2023. WHD Board meeting 9 am

10. Commissioner Comments:

Phil mentioned call from resident regarding down tree, which Dustin took care of.

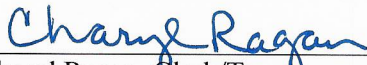
Phil mentioned call from resident regarding culvert at Greensferry and Gilmore. Dustin will look.

Corinna mentioned to everyone to have a Merry Christmas.

ADJOURNMENT

Citing no further business, George moved to adjourn the meeting at 9:54 a.m., Corinne seconded the motion. Phil concurred. The motion passed unanimously.

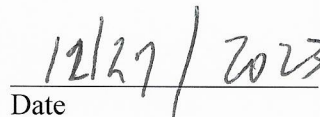
RESPECTFULLY SUBMITTED BY:



Charyl Ragan, Clerk/Treasurer

APPROVED BY:


Phil Cooper, Chair


Date