

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
February 22, 2023  
9:00 A.M.**

**MINUTES**

Commissioner Corinne Johnson called the meeting to order at 9:01 a.m. with Commissioner Phil Cooper and Commissioner George Miller present. Also present were Director Kevin Howard, Deputy Director Dustin Howe, Clerk Tomi Maynard, and:

Amy Manning, III-A

**Approval of Agenda**

Miller MOVED to approve the agenda as presented. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Conflicts of Interest on the Agenda**

Johnson asked if any board member had a conflict of interest with any item on the agenda. Corinne Johnson, George Miller and Phil Cooper each indicated no conflicts.

**Approval of Minutes**

Miller MOVED to approve the minutes of the February 8, 2023, regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Public Comments and Guest Introduction**

None.

**Bid Opening**

Chairman Johnson opened bids to supply magnesium chloride to the District for 2023 road stabilization as follows:

<i><b>Bidder</b></i>	<i><b>Bid Price</b></i>	<i><b>Demurrage</b></i>		<i><b>Anticipated Delivery Date</b></i>
Envirotech	145.97 /ton	75 /day	7 free days	April 1, 2023
GMCO	128.12 /ton	75 /day	7 free days	April 3, 2023

Miller MOVED to award the bid to GMCO, pending review by Director Howard. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Priority Items for Attendees**

**Amy Manning, III-A**

Amy Manning is here to present a report on the standing of the III-A trust. She presented financial wellness data, as well as new enrollment data and statistics of participant engagement during the 2022 fiscal year.

Manning exited at 9:43 a.m.

**Old Business**

**Koth/Kioth Road**

No updates at this time.

**Right-of-Way (ROW) exchange, Kootenai County Solid Waste**

The documents for this exchange are being finalized. Howard requested board approval to advertise for a public hearing on this matter when that process is complete.

Miller MOVED to authorize Howard to initiate legal advertising for this ROW exchange. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**New Business**

**Johnson Pit**

Howard reported that public access to this property has become a nuisance for neighbors and has lead to the site being treated as a garbage dump. He has ordered signage to deter trespassers and will be closing the entrance to vehicles.

**Cougar Gulch Road, Gravel, Request to proceed to Bid**

Engineering is complete on this project. Howard is requesting Board approval to advertise for bids as soon as bidding documents are finalized.

Miller MOVED to approve Howard to authorize bid advertisement for the Cougar Gulch project when documents are ready. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Rockford/Loffs Intersection, Request to proceed to Bid**

Engineering is complete on this project. Howard is requesting Board approval to advertise for bids as soon as bidding documents are finalized.

Miller MOVED to approve Howard to authorize bid advertisement for the Rockford Bay Road and Loffs Bay Road intersection project when documents are ready. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Amy Manning, III-A Annual Report**

Addressed previously in the meeting.

**Work Progress Report**

**ON THE ROAD**

Snow plowing, sanding and anti-ice treatment of roads were performed as needed throughout the month.

Clearing of roadside brush and trees has been performed on several roads throughout the district. The crew's most recent work was on Cottonwood Road, Bella Vista Road, Conkling Park Drive, Four Echoes Road, and Rockford Bay Road.

A portion of the crew worked with the contractor on the Mica Creek Bridge project. Delivery of the material that was to be provided by the district, assistance with loading, transporting, and unloading the bridge deck, as well as other assigned tasks were accomplished by district crews. The bridge was

opened to the public on Friday, February 17<sup>th</sup>. The contractor will continue with cleanup of the job site and detour signs this week.

The crew filled potholes in the graveled roads.

Load Limit Permits were issued when conditions allowed.

Dustin and I inspected outstanding utility and approach permits for completed work within the public right-of-way.

**IN THE SHOPS**

Deputy Director Dustin Howe has produced a report pertaining to the work accomplished in the shop.

**Planned work for this coming Month.**

- Winter Maintenance: Plow, sand, anti-ice, and water conveyance.
- Brushing when the weather allows.
- Filling of potholes on graveled roads.

**Accounts payable register presented for approval**

Miller MOVED that the bills be approved as presented on the A/P check register. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Upcoming Meetings**

March 8, 2023 WHD Board of Commissioners  
March 29, 2023 WHD Board of Commissioners

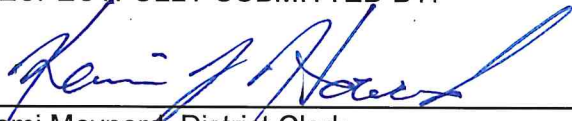
**Commissioner Comments**

Johnson thanked staff for all of their hard work.


**Adjournment**

Citing no further business, Miller MOVED to adjourn the meeting at 9:57 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:

 *for Tomi Maynard.*  
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Tomi Maynard, District Clerk

APPROVED BY:

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Corinne Johnson, Chair

3.08.23  
Date