

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
FEBRUARY 8, 2023  
9:00 A.M.**

**MINUTES**

Commissioner Corinne Johnson called the meeting to order at 9:00 a.m. with Commissioner Phil Cooper, Commissioner George Miller and Commissioner Corinne Johnson in person. Also present were Director of Highways Kevin Howard, Deputy Director Dustin Howe, District Clerk Tomi Maynard, Deputy Clerk Jennifer Weeks and:

Jay Hassel, JUB  
Eugene and Eileen Cross, Spud Hill

**APPROVAL OF AGENDA**

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

**CONFLICTS OF INTEREST ON AGENDA**

Corinne Johnson, George Miller, and Phil Cooper each indicated no conflicts of interest with any item on the agenda.

**APPROVAL OF MINUTES**

Miller MOVED to approve the minutes of the January 20, 2023 executive session special meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Miller MOVED to approve the minutes of the January 25, 2023 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**PUBLIC COMMENTS AND GUEST INTRODUCTIONS**

Guest Introduction, Eugene and Eileen Cross

**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.:  
Phase 4 mass land grading has been in progress. None of which currently require inspection regarding the proposed roads. No additional information this month.
2. Ranch at Cougar Creek, MIN20-0057:  
Approved. The district has yet to receive the final plat (Mylars) for signature. The "Payment In Lieu of Construction" fee is due prior to the district signing the final plat. No additional information this month.
3. Rocky Point Reserve, MIN20-0088:  
Kootenai county is still working with developer on naming of the roadways.

4. Ferris Landing, MIN20-0089:  
Kootenai county is still working with developer on naming of the roadways.
5. Misty Vale, MIN21-0098:  
This subdivision is proposed off Vogel Road. The district's review has been given to Kootenai County Community Development. No additional information this month.
6. Spud Hill, MIN22-0032:  
This subdivision is proposed off of US-95 but is adjacent to public right-of-way on the northern edge. This right-of-way is under Worley Highway Districts jurisdiction. I spoke with the developers engineer regarding a public right-of-way that was not shown on the proposed plat. April subsequently provided the right-of-way information to him. Staff are waiting for the revised proposed plat review. No additional information this month.

*Eugene and Eileen Cross were in attendance for this item. They are requesting that the Board waive the Payment in Lieu of Construction fee (PILC) for this subdivision. He states that they are subdividing to provide buildable lots for their family, not for financial gain. He added that the property accesses US95, so subdividing does not create additional traffic on District Roads.*

*Miller MOVED to waive the PILC for this subdivision. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.*

*Mr. and Mrs. Cross exited at 9:09 a.m.*

### **WHD Construction Projects**

1. Rockford Bay Road/Loffs Bay Road (W) Intersection: Status Report  
The highway district has hired a right of way acquisition specialist to complete the process. Currently, she is corresponding with property owners to see how they want to receive the offer packages.
2. Hull Loop Project:  
The property owner in which the district made an offer has sought legal counsel. No additional information this month.
3. Mica Creek Bridge:  
The contractor has drove the north side sheet pile and has begun the mobilization to the south side. The highway district has hauled the material for the creek channel and the backfill material for the south side.
4. Greensferry Road & Cougar Gulch:  
Boundary map verification is complete. Preliminary design setup is done and 30% design will start this month. No additional information this month.
5. Greensferry Guardrail:

On January 5<sup>th</sup>, an online meeting was held to negotiate the contract between WHD and JUB Engineers. Lisa Popoff P.E., LHTAC, negotiated on behalf of the district. No additional information this month.

6. Loffs Bay Road Cost Share Paving:  
The Cost Share Agreement has been signed by both parties. The district plans to move forward when funds are received, and material purchases begin. Constant communication with Jim Nelson, the agreement representative, will be accomplished throughout the process. No additional information this month.
7. Kidd Island Road:  
The application for STP-Rural funding was submitted Friday, January 6, 2023. No additional information this month.
8. Right-of-way Exchange, Kootenai County Solid Waste:  
Jay Hassel with JUB said they now have the legal documents to provide to WHD.
9. Cougar Gulch:  
I met with Laura-Ruen-Yeager & Associates and Scott from-Allwest on site to discuss the native soils and how that will influence design. No additional information this month.

#### **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:  
This project is proposed for the improvement of fish passage under some of the district roads. Tribal Fisheries has applied for funding for this project. No additional information this month.

#### **NEW BUSINESS**

1. Accounts Payable, January Payroll and Draw check registers for approval.  
Miller MOVED that the bills be approved as presented on the January Payroll register and the February A/P and Draw Payroll check registers. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

#### **Upcoming Meetings:**

February 22, 2023 WHD Board of Commissioners Meeting

March 8, 2023 WHD Board of Commissioners Meeting

#### **Commissioner Comments:**

None.

#### **EXECUTIVE SESSION**

None.

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**ADJOURNMENT**

Citing no further business, Cooper MOVED to adjourn the meeting at 10:02 a.m. Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

Tomi Maynard  
Tomi Maynard, Clerk

APPROVED BY:

Corinne Johnson  
Corinne Johnson, Chair

2.22.23  
Date