

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
JANUARY 25, 2022  
9:00 A.M.**

**MINUTES**

Commissioner George Miller called the meeting to order at 9:09 a.m. with Commissioner Phil Cooper present and Commissioner Corinne Johnson present via Zoom. Also present were Director Kevin Howard, Deputy Director Dustin Howe, Clerk Tomi Maynard and Jennifer Weeks, Deputy Clerk

**Approval of Agenda**

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

**Conflicts of Interest on the Agenda**

Miller 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**

Cooper MOVED to approve the minutes of the January 11, 2023, regular meeting. Johnson SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Public Comments and Guest Introduction**

None.

**Priority Items for Attendees**

None.

**Old Business**

**Koth/Kioth Road**

No updates at this time.

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

Howard and Howe inspected the location of the permit that was issued by ITD. There will be minor changes to the radius when the approach is implemented, but those changes will not require inspection by ITD.

**New Business**

**No Parking signs Valhalla turn around**

Howard reports that there have been a number of issues with contractors and residents storing materials and vehicles in and around the turn around that was intended for snow plow turn around during the winter. One side of the road has signs, the other does not. Deputy Director Howe is requesting approval to extend the no parking area.

Miller MOVED to extend the no parking zone. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Social Security Review, Section 218**

Maynard reports that Jackie McLeve, the representative from the State Controllers Office who is reviewing Social Security status for all governmental entities in Idaho has begun the process to determine WHD's status.

**Work Progress Report**

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### **ON THE ROAD** by Kevin Howard

Warmer weather and rain at the beginning of the month caused the crew to check for road damage from running water and make repairs as needed.

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 is currently working on Sun Up Bay Road.

Signs were inspected, repaired if needed and cleared of obstructions if needed.

A portion of the crew cleaned off the Mica Creek Bridge deck. Lakes Highway District assisted with the use of their Vac-Truck and 2 operators.

Howard gave an update on the Mica Creek Bridge, project is a few days behind and there is an unknown, they will continue moving forward on the known parts and get direction for the final plan. Miller asked when the project is scheduled to be complete, Howard replied that they have 30 working days from 1/16.

The district stockpiled backfill material on Loffs Bay Road that will be used for the repairs to the Mica Creek Bridge.

The crew participated in a safety meeting on the 12<sup>th</sup>.

A portion of the road crew worked over one evening to fill in a washed-out culvert on sunny Slopes Road. There was discussion of looking at options of material for the new culvert.

### **IN THE SHOPS**

Deputy Director Dustin Howe has produced a report for the shop.

### **Planned work for this coming Month**

- Winter Maintenance: Plow, sand, anti-ice, and water conveyance.
- Brushing when the weather allows.

### **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**

February 8, 2023 WHD Board of Commissioners

February 22, 2023 WHD Board of Commissioners

### **Executive Session**

Miller MOVED to enter executive session to discuss personnel matters under Idaho Code 74-206 (1)(b). Maynard called the roll with the commissioners voting as follows: Cooper, aye; Johnson, aye; Miller, aye. The board entered executive session at 9:34 am.

Miller RECONVENED the regular meeting at 9:51 am.

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Cooper MOVED to approve the personnel request presented in Executive Session. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Cooper MOVED to provide refreshments and hold an employee gathering during work hours. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Commissioner Comments**

None.

**Adjournment**

Citing no further business, Miller MOVED to adjourn the meeting at 9:53 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:



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Tomi Maynard, District Clerk

APPROVED BY:



\_\_\_\_\_  
George Miller, Chair



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Date