

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
July 12, 2017
9:00 A.M.

MINUTES

Chairman James Mangan called the meeting to order at 9:00 a.m. with Commissioner George Miller and Commissioner Elect Corinne Johnson present. Also present were Supervisor Kevin Howard, Asst. Supervisor Dustin Howe, Clerk Carol Richel, and;

Jay Hassell, JUB

Approval of Agenda

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

Johnson Oath of Office

Commissioner Corinne Johnson swore an Oath of Office as elected Commissioner of Sub-District 2 of Worley Highway District. Her 4-year term of office commenced July 1, 2017.

Reorganize Board

Kevin Howard called for nominations for the chairman of the board. After discussion, Johnson will be the Secretary/Treasurer, and Mangan and Miller will retain their positions as Chairman and Vice-Chairman, respectively.

Miller MOVED to retain James Mangan as chairman of the board, and George Miller as Vice-Chairman, and elect Corinne Johnson as Secretary/Treasurer. Clerk Richel called the roll with the commissioners voting as follows: Commissioner Johnson; aye; Commissioner Mangan, aye; Commissioner Miller, aye. The motion PASSED UNANIMOUSLY.

The meeting was turned over to Chairman Mangan.

Conflicts of Interest on the Agenda

Chairman James Mangan asked if any board member had a conflict of interest with any item on the agenda. Commissioners Corinne Johnson, James Mangan, and George Miller all indicated no conflicts.

Approval of Minutes

Miller MOVED to approve the minutes of the June 28, 2017 regular meeting. Mangan SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Old Business

Staff Report by Supervisor Kevin Howard
Kootenai County Community Development

Unless desired by the board, projects that have seen no activity will not be read in the consideration of time.

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1. Hager Estates, Minor: Status Report

Susan Weeks and I discussed the situation with this subdivision. We discussed the collection of the debt owed the district. **No additional information this month.**

2. The Club at Rock Creek, Major Subdivision:

The Road Development Agreement Addendum's most recent draft has been sent to Kyle Capps for review. Additionally, this spring, Dustin and I inspected the erosion control measures of the newly constructed portion of Loffs Bay Road that was required of the developer. The erosion control measures were successful. As a reminder, staff and Krista Hoadley, JUB, inspected the construction of this portion of road last summer. It was found to meet the plans and specifications. That said, I would recommend acceptance of Loffs Bay Road as completed by The Club at Rock Creek in 2016.

Howard said the acceptance needed to be done by resolution. Mangan said the resolution should be worded as the portion constructed in 2016, not just Loffs Bay Road. Staff and JUB will word the next Addendum to the Road Development Agreement with more protection for the District. The board directed staff to do a resolution to accept this portion of Loffs Bay Road.

3. Abigal Acres, MIN17-0011:

The district's review has been sent to Kootenai County Community Development and the applicant. **No additional information this month.**

WHD Construction Projects

1. Rockford Bay Road/Loffs Bay Road (W) Intersection: Status Report

Susan Weeks has placed the right-of-way acquisition for this intersection next on her list of tasks for the district following the Kidd Island Road acquisitions. **No additional information this month.**

2. Kidd Island Road Project: Status Report

The agreements required to engage the environmental studies have been signed by all parties. The schedule to begin is unknown by staff at this time. Jay Hassell, JUB, is here today if you have any questions for him.

Howard corrected, ITD still needs to sign the documents.

3. Tall Pines Road/Loffs Bay Road Intersection: Status Report

This project is slated on the district's Capital Improvement Plan for construction in 2017. I recommend moving this project out a year or two due to the slide repairs that need to be done. This may entail revisiting the CIP. **No additional information this month.**

4. Finnebott, Bennion & Sun Up Intersections:

During the district's regular meeting held on May 25th, the economics of construction was discussed. It appears to be more expensive to construct both intersections simultaneously. There has been no further discussion since that meeting.

The board discussed processing the soils from the Bennion/Finnebott intersection to place them in the fill for the Bennion/SunUp intersection.

5. Burton Road Bridge:

Sandra from the Coeur d'Alene Tribe is working on the Hydrology. This information will dictate the design needs for JUB and then they can then begin a more detailed design for the bridge.

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Hassell said they received information from the CDA Tribe. JUB is creating the exhibits and will give them to the Tribe to obtain the appropriate permit. Howard said with all the emergency work, the turnaround for permits is extremely slow. Howard hoped that working through the tribe, it will get pushed through more quickly.

6. Watson Road Slide:

Access for the core drill machine has been prepared on the site. The exploratory core samples are critical for the design efforts. Drilling will commence this week.

Howard said the drilling has been completed and the district is awaiting the results.

7. Greensferry Road Slide:

JUB is preparing the documents required to request construction quotes. The district and JUB have been looking into contractors in the area for potential solicitation for those quotes.

Hassell said there are three contractors who will receive the construction package. They are still looking for a fourth contractor. This meets the minimum requirement for informal bidding. The project needs to be completed in early September.

WHD Misc. Projects

1. 2018 LHSIP Grant – Delineators & Signage:

Dustin and I began preparing for this project. We are making a materials list as they pertain to the nine locations in which the district will improve signage and delineation. This is a bit early but the district will be able to order the materials the moment the funding cycle allows the purchase to be made. **No additional information this month.**

2. Validation of Road #20:

The Order of Validation is before the board for signature today.

Howard and Mangan received a phone call from Attorney Susan Weeks this morning. Mangan said Weeks will send an amended facts and conclusions that were determined at the hearing. She needs this back before the next meeting to take to the courts.

Miller MOVED to authorize Chairman Mangan to review and sign the amended Facts and Conclusions regarding the June 28 remand hearing on Road #20. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

New Business

Bills presented for approval

Mangan explained to Johnson the Highway Users Revenue accounts. He said the new gas tax funds from HB312 must be tracked separately and the work completed using these funds are reported annually back to the state. The district has found that the amount of work far exceeds the number of employees required to complete the work. The board discussed what it would take to have all the maintenance and the enhanced maintenance projects completed. Mangan felt the best solution is using our employees and some independent trucks to help with the work. Mangan also explained the payment in lieu of construction funds collected from developers for subdivisions.

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

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Upcoming Meetings

There is a KMPO meeting tomorrow. The quarterly meeting with the Kootenai County Commissioners is on July 24. The next highway district meeting is on July 26 and a budget workshop on July 27.

Commissioner Comments

Mangan said the district is in a lawsuit over Koth Road. Mangan said the trial is set for February 5, 2018. The court has order mediation on this dispute. Attorney Weeks is working on this. Johnson said that she is really impressed with the professionalism of the board and she is happy to be a part of the board.

Adjournment

Mangan adjourned the meeting at 10:30 a.m.

RESPECTFULLY SUBMITTED BY:

Carol Richel

Carol Richel, Clerk/Treasurer

APPROVED BY:

James Mangan

James Mangan, Chairman

July 26, 2017

Date