

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
JULY 26, 2017  
9:00 A.M.**

**MINUTES**

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

Pat Harmon, Harmon's Addition to Conkling Park

**Approval of Agenda**

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

**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 July 12, 2017 regular meeting. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

**Public Comments**

None.

**Patricia Harmon – Harmon's Addition (Conkling Park)**

Patricia Harmon introduced herself to the board. She said in 1983 Kootenai County required Harmon's 2nd Addition to reserve a lot for a future centralized drain field. This lot was never used. The developer wants to convert the lot to residential use. This lot fronts on a private road. They are requesting that the district waive the payment in lieu of construction fee of \$3,500. She showed the board a map of the area which included the lot. Howard said that Kootenai County is requiring the developer to file for a single lot subdivision, which is a minor subdivision. This is the reason for the request to waive the fee. Mangan said the district has never waived fees due to the subdivision not being adjacent to a district road. This is a different situation, as the lot was originally designated as a drain field. The board discussed how this would set precedence.

Miller MOVED whereas this is an existing lot, and this is a unique situation, with the lot originally dedicated as a drain field changing to a residential lot, and since this situation is not expected to recur, the highway district in this case will waive the \$3,500 payment in lieu of construction fee. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Harmon left at 9:14 a.m.

**Old Business**

**Finnebott, Bennion, and SunUp Intersections**

Howard said there has not been very much work on this item, because of the work being done on the Watson Road slide and the Greensferry Road slide.

**Acceptance of Loffs Bay Road, Resolution 2017-07**

Mangan explained the negotiations between the highway district and The Club at Rock Creek to the bring Loffs Bay Road up to highway district standards and a requirement of approving its subdivision. He said Howard and Howe spent time inspecting the improvements as they were being completed. The board discussed the golf cart underpass that was included as part of the project.

The following resolution was put into the record.

**RESOLUTION 2017-07  
LOFFS BAY ROAD IMPROVEMENTS PHASE I**

**WHEREAS**, The Club at Rock Creek, entered into a Road Development Agreement dated July 17, 2006, which provided for improvements to Loffs Bay Road. The Road Development Agreement was amended by the addendum to Road Development Agreement dated April, 21, 2008, a Second addendum to Road Development Agreement dated June 24, 2009, and a Third Addendum to Road Development Agreement dated January 16, 2012, to improve Loffs Bay Road.

**WHEREAS**, Phase 1 (Station 48+00 to Station 80+25) of the improvements to Loffs Bay Road improved 0.61 miles of roadway, the improved portion of the road beginning in the Southwest quarter of the Northwest quarter of Section 9, Township 48 North, Range 4 West, then northeasterly ending in the Southeast quarter of the Southwest quarter of Section 4, Township 48 North, Range 4 West, and

**WHEREAS**, The Club at Rock Creek spent \$906,754.59 for Phase I improvements to Loffs Bay Road.

**WHEREAS**, Worley Highway District has inspected the Loffs Bay Road Improvement Project (Phase 1) to ensure that it meets all of the requirements of the Highway Standards for the Associated Highway Districts Kootenai County, Idaho, and

**WHEREAS**, the Loffs Bay Road Improvement Project (Phase 1) is already in the Worley Highway District road system, and

**NOW THEREFORE BE IT RESOLVED** the Worley Highway District Board of Commissioners hereby accepts 0.61 miles of improvement to Loffs Bay Road and hereby accepts the donation of \$905,754.59 in construction for the Loffs Bay Road Phase I Improvement Project.

Mangan MOVED to adopt Resolution 2017-07, accepting the donation of improvements to Loffs Bay Road Phase I. Richel called the roll with the commissioners voting as follows: Commissioner Johnson; aye; Chairman Mangan, aye; Commissioner Miller, aye. The motion PASSED UNANIMOUSLY.

**New Business**

**Greensferry Road Slide – Informal Bid Results**

Howard explained that due to the new law, effective July 1, the district was able to conduct an informal bid. JUB solicited bids on the district's behalf from 4 construction companies that met the criteria for bonding and public works license. Yesterday staff opened the informal bids for the repairs on the Greensferry Road Slide. The district received only one bid from Accelerated Construction and Excavating. The bid was \$169,395.00.

Miller MOVED to accept the bid and authorize the notice of award to Accelerated Construction and Excavating for repairs to the South Greensferry Road slide. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.



**WORK PROGRESS REPORT by Supervisor Howard**

**ON THE ROAD**

Fog seals, high-float seals and chip seals all were performed this month. Additionally, related items were accomplished such as equipment preparation and mobilization, roadway sweeping and washing, and marking of the centerline stripes with tabs.

Access to the adjacent parcel of Watson Road was made to accommodate the core driller. Exploratory core samples were taken of the slide area for design purposes.

Roadside mowing and weed spraying have been done and are ongoing as time allows.

**IN THE SHOPS**

Trucks

- #145 – Completed snowplow harness. Put in service as a semi-tractor for the summer. Building sander.
- #170 – Replaced both of the rear leaf springs, power steering reservoir and starter. Serviced.
- #190 – Mounted the paint striper body.
- #240 – Replaced front leaf springs and pins. Cleaned the A/C unit.
- #285 – Removed the snow blower head and disassembled to determine needed repairs.

Tractors

- #580 – Replaced the alternator and fan belt.

Misc.

- #805 – Chip Spreader – Replaced a feed belt with a used one. Work was done in the Worley Shop.
- #855 – Pneumatic Roller – Removed the radiator, had it repaired and then re-installed it.

**Planned work for this coming Month**

- Repairs to the road shoulders.
- Seal coats on asphalt roads.
- Hot-mix asphalt patching.

**Engage Auditor for 2016-17 Fiscal Year**

Richel gave the board the engagement letter from Scott Hoover for the fiscal year 2017 audit. The rate increase \$200 from the previous year's audit rate.

Miller MOVED to engage Scott Hoover CPA to perform the 2017 Financial Audit. Johnson SECONDED the motion and Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

**Bills presented for approval**

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.

**Upcoming Meetings**

Tomorrow is the first budget workshop for the district at 9 a.m.

**Adjournment**

Mangan adjourned the meeting at 9:56 a.m.

RESPECTFULLY SUBMITTED BY:

Carol Richel

Carol Richel, Clerk/Treasurer

APPROVED BY:

James Mangan

James Mangan, Chairman

August 9, 2017

Date