

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**July 26, 2023**  
**9:00 A.M.**

**MINUTES**

Commissioner Phil Cooper called the meeting to order at 9:00 a.m. with Commissioner Corinne Johnson present and Commissioner George Miller present. Also present were Director Kevin Howard, Deputy Director Dustin Howe, Clerk Charyl Ragan, and Deputy Clerk Jennifer Weeks.

**Approval of Agenda**

Cooper entertained a motion to approve the agenda as presented. Miller moved, Johnson seconded, Cooper concurred. The motion passed unanimously.

**Conflicts of Interest on the Agenda**

Cooper 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 entertained a motion to approve the minutes of the July 12, 2023, regular meeting. Johnson moved, Miller seconded, Cooper concurred. The motion passed unanimously.

**Public Comments and Guest Introduction**

none

**Old Business**

**Koth Road**

Nothing to report this month.

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

The public hearing is set for August 9, 2023, at the 9 am board meeting.

**Johnson Pit**

No update this month.

**Cougar Gulch Road, Gravel**

This project is scheduled to start in the summer of 2024.

**Rockford/Loffs Intersection**

ROW details to be discussed in Executive Session

**Ferris Landing**

Cooper moved to sign the mylars, Johnson seconded, Miller concurred. The motion passed unanimously.

**Rocky Point Reserve**

Cooper moved to sign the mylars, Johnson seconded, Miller concurred. The motion passed unanimously.

**New Business**

**Request for Abandonment-road #20**

Cooper motioned to set a public hearing on September 27, 2023, Miller moved, Johnson seconded. Cooper concurred. The motion passed unanimously.

## **Work Progress Report**

### **ON THE ROAD**

The crew sand sealed the asphalt patches that were placed on the roads that were to be chip sealed. This helps ensure an even chip seal application when done.

Chip seals were applied to Bella Vista, Conkling Park Drive, Cottonwood and Chatcolet Roads. This process includes the sweeping of excess seal chips. The excess has become minimal with the use of the new chip spreader. This also helps decrease material expenses and increase productivity. The crew assisted Plummer -Gateway Highway District with its chip seal needs.

Pavement markings were applied this month as well. With the increased efficiency of the seal coat process, the district was able to divide the crew to perform other tasks.

The portion of Rolling Hills Road that was built last year received its first shot of High Float seal yesterday. A second shot will follow in about a week.

The Mica creek bridge deck has been paved and that project is complete.

### **IN THE SHOPS**

Deputy Director Dustin Howe has prepared a shop report for the board.

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

- Asphalt Patching
- Pavement markings (painting of Centerline stripes, stop bars, arrows, etc.)
- Loffs Bay Road enhanced maintenance participation project.

### **Accounts payable register presented for approval.**

Cooper moved that the bills be approved as presented on the A/P check register. Miller seconded Johnson concurred. The motion passed unanimously.

### **Upcoming Meetings**

July 27, 2023, WHD Budget Workshop

August 9, 2023, WHD Board of Commissioners

August 17, 2023, WHD Budget Workshop

### **Commissioner Comments**

Johnson sends her condolences to a crew member whose father-in-law passed away.

Miller entertained a motion to go into executive session for Right-of-way acquisitions, Idaho code 74-206 (1) (c) and Risk Management, Idaho code 74-206 (1) (l), Miller moved, Johnson seconded. Cooper concurred. The motion passed unanimously.

The executive session started at 9:33 am and ended at 9:46 am.

The regular meeting reconvened at 9:46 am.

Cooper entertained a motion to discontinue the use of Zoom for the board meetings immediately, Miller moved, Johnson seconded, Cooper concurred. The motion passed unanimously.

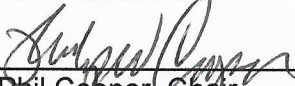
**Adjournment**

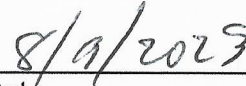
Citing no further business, Cooper moved to adjourn the meeting at 9:47 am, Johnson seconded the motion, Miller concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED BY:

  
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Jennifer Weeks, Deputy Clerk

APPROVED BY:

  
\_\_\_\_\_  
Phil Cooper, Chair

  
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Date