

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
June 14, 2017
9:00 A.M.

MINUTES

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

Corinne Johnson, Valhalla Road
Jay Hassell, JUB

Amy Manning, III-A Program Manager
Angela Comstock, JUB

Approval of Agenda

James Mangan MOVED to approve the agenda as presented. Dave Johnson SECONDED the motion. 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 Dave Johnson and James Mangan both indicated no conflicts.

Approval of Minutes

Mangan MOVED to approve the minutes of the May 25, 2017 regular meeting. Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Amy Manning, III-A Insurance Update

Amy Manning, Program Manager for the III-A (Idaho Independent Intergovernmental Authority) gave the board an overview of their history. She thanked the board for the district's membership. The group was formed five years ago to control the cost of health insurance for governmental agency members. This is a self-funded insurance pool. She gave the board a copy of the annual report and went through the report. They are required to purchase aggregate insurance per Idaho Code for the group. Claims would have to be 200% higher than projected for them to collect on the aggregate insurance. Since the threshold is almost unobtainable, they are working with the insurance commission to introduce legislation to remove the requirement. Reserves would need to be above the level that renders the insurance uncollectible. In the last 5 years, they have spent \$200,000 purchasing aggregate insurance. She requested the district send letters to their legislators in support of this new legislation. She stated the reserves are increasing. This allows the rates to continue to stay low. They surpassed all their goals for last year. Their goals this year are to take care of their membership. Also, they want to standardize their prescription benefit, and promote the wellness program that encourages employees to sign up for the wellness program.

Mangan said he hoped the program will continue to gain more agencies.

Manning left at 9:28 a.m.

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.

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.

Mangan asked if the district has moved closer to resolving this. Howard said a little closer. If the district does not receive some of the funds soon, one of the lots will be sold at auction to pay those costs.

2. The Club at Rock Creek, Major Subdivision:

The Road Development Agreement Addendum and the old rights-of-way within the subdivision have been reviewed and returned to the district. The addendum requires a change that the district's engineer will need to draft the verbiage. I am currently editing the resolutions pertaining to the old rights-of-way with the changes recommended by the district's attorney.

Howard received this information from JUB yesterday. Mangan said that once the verbiage is changed, it will need to be reviewed again by the district's attorney.

3. VAR17-002, Front Yard Setback, Tule Lane:

This request for a setback variance is in the Cottonwood Bay area and not under the jurisdiction of Worley Highway District. Staff recommends removal of this item from the staff report.

The board agreed to removal.

4. Abigal Acres, MIN17-0011:

The district's review has been sent to Kootenai County Community Development and the applicant.

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

Dan Coonce, P.E., Local Highway Technical Assistance Council, sent to the district the agreement with Bionomics Environmental Inc. for signature and to be forwarded to ITD for their concurrence and signature. Dan and I discussed the time of year in which the studies (on Kidd Creek) would be performed and how that would affect the bidding and work schedule. Dan informed me that this project will likely be moved to 2019 for construction.

Mangan said there has been a lot of delay due to right-of-way acquisition. He felt it may not have moved forward more quickly even if the right-of-way had been obtained sooner.

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:

The core drilling and materials studies indicate that the native materials would require substantial work and protection from rain in order to use them. With the added work required by the native materials, there will be little or no savings to the district by using them. After discussing this with the district's engineers, it is recommended that the district consider exporting the native and importing more suitable material that will not require the added attention.

Howard said even with the added attention, the material would be usable, not optimal. He said if the district does the projects separately, it would save approx. \$300,000. The estimate for doing both projects together is \$1,300,000. In doing them separately, the estimate is approximately \$1,000,000. The Finnebott/Bennion Intersection would be completed first. Then the usable material would be allowed to dry in the SunUp footprint. The following year, the SunUp/Bennion Intersection would be constructed. The board agreed it would be best to do the intersections separately.

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.

The design needs a minimum projected flow from the highest volume from that last 100 years. Mangan would like to get the project completed this year.

6. Watson Road Slide:

The next step is exploration of the site. Core drilling is required to determine the depth of the affected area as well as the materials that exist in the slide. These key elements will guide the development of a repair and hopefully a cure. We will be meeting with representatives from FEMA on site this afternoon so that they have a better understanding as to the challenges in making the repairs.

7. Greensferry Road Slide:

Carol and I will meet with Odo Grandi, LHTAC, and Angela Comstock, JUB, on site next week to discuss the project construction and funding.

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. Conkling Road Speed Study:

The signage has been changed to reflect the board's decision last month. Staff recommends removal of this item from the staff report.

The board agreed to removal.

3. Status of Emergency Funding:

Carol and I have attended a few meetings regarding funding for the slide areas. The district is eligible for funding in both cases (Greensferry and Watson Roads). Following the guidelines laid out for the funding is very important in order to retain funding eligibility.

New Business

Request for Sign

The requestors were not in attendance.

Break – Mangan recessed the meeting at 9:55 a.m.

Reconvened – Mangan reconvened the meeting at 10:05 a.m.

Update Capital Improvement Projects

The board went through the CIP and made some changes to the start dates for the Finnebott/Bennion Intersection, SunUp/Bennion Intersection, Kidd Island Road project, and the Loffs Bay Road shoulder repairs. Also, the amounts for the two intersections were changed. The district wants to make sure that the Burton Bridge project is completed this year to assure that funding is available.

Potential Funding	Rankin	Points	Project/Roadway	Project Type	Project Description	Sum of Total District Cost
Federal	1	46	Kidd Island Rd. (Construction)	Rebuild	US 95 to Hull Int. 2 miles (\$2,572,557 with 7.34% match for the 1st 2 mi.)	\$188,826.00
	2	42	Rockford Bay Rd	Rebuild	Marina to 95 2.5 miles (\$1,900,000 fed, 7.34% match)	\$139,460.00
	3	39	Kidd Island Rd. (ROW)	Right of way	US 95 to Hull Int. 2 miles (\$334,947 with 7.34% match for the 1st 2 mi.)	\$24,585.00
		39	Kidd Island Rd. (Design)	Engineering	US 95 to Hull Int. 2 miles (\$507,000 with 7.34% match for the 1st 2 mi.)	\$37,214.00
	5	34	Rockford Bay Rd	Engineering	Marina to 95 2.5 miles (\$1,900,000 fed, 7.34% match)	\$46,517.25
	6	26	Rockford Bay Rd	Right of way	Marina to 95 2.5 miles (\$1,900,000 fed, 7.34% match)	
	7	21	Bitter Rd	Rebuild	End of asphalt to Cave Bay Rd (\$1,930,000 federal, 7.34% match)	\$141,662.00
	8	19	Sun Up Bay Road	Rebuild	Rebuild: Ness Rd. to Boat Launch (3.3 miles) \$2,970,000	\$217,998.00
Federal Total						\$796,262.25
WHD/Contracted	1	48	Rockford Bay/Loffs Bay Intersection	Right of way	Intersection reconstruction	\$50,000.00
	2	45	Transportation Plan	(blank)	Transportation Plan	\$50,000.00
	3	44	Sun Up Bay and Bennion Rds Int.	Engineering	Engineering	\$90,000.00
	4	43	Bennion and Finnebott Int.	Engineering	Engineering	\$90,000.00
	5	39	Burton Road	Culvert	culvert replacement raise roadway to reduce flooding	\$42,000.00
		39	Burton Road	Engineering	Engineering	\$45,000.00
		39	Tall Pines Road at Loffs Bay Int.	Safety	Sight dist. Improvement	\$5,000.00
	8	33	Bennion and Finnebott Int.	Rebuild	Sight dist. Improvement	\$650,000.00
		33	Hull Loop	(blank)	.5 miles	\$70,000.00
		33	Sun Up Bay and Bennion Rds Int.	Rebuild	eliminate "Y" configuration	\$406,000.00
	11	32	Cougar Gulch Road	(blank)	Station 75+50 to 89+00	\$194,967.00
	12	31	Cougar Gulch Road	(blank)	Station 31+00 to 45+00	\$202,188.00
	13	28	Williams Bridge	Bridge	Replace bridge	\$17,000.00
	14	26	Watson Road	Rebuild	Reconstruct	\$571,980.00
	15	24	Watson Bridge Replacement	Bridge	Replace bridge with purchased bridge under 20 feet	
	16	18	Conkling Park Dr	Rebuild	f/end of pavement along Carey Bay.50 miles	\$725,000.00
	17	14	Rockford Bay Rd	Rebuild	f/Solitaire Rd to Loffs Bay Rd 1 mile	\$600,000.00
	18	10	Loffs Bay Rd	Rebuild	f/Tall Pines Rd for .41 miles	\$328,000.00
WHD/Contracted Total						\$4,137,135.00
Enhanced Maint.	1	49	Loffs Bay Slide	Repair	Repair Slide	\$50,000.00
	2	46	Watson Road Slide	Engineering	Engineering	\$2,000.00
		46	Greensferry Road Slide	Engineering	Engineering	\$1,830.00
	4	41	Watson Road Slide	Repair	Repair Slide	\$5,248.56
		41	Greensferry Road Slide	Repair	Repair Slide	\$5,297.10
	6	32	Clemetson Rd	Rebuild	Meadowbrook Lp to Reynolds Rd. modified	\$145,250.00
	7	28	Carnie Rd	Rebuild	0.6 miles from 95	\$210,000.00
	8	18	Dower Road	(blank)	.76 miles	\$106,400.00
		18	Hamaker Road	(blank)	.84 miles	\$117,600.00
	10	10	Thompson Rd	Safety	Improve base, sight dist, curve radii 1.8 miles	\$252,000.00
	11	7	Rolling Hills	(blank)	Larson to Bloomsburg 3.0 miles	\$420,000.00
Enhanced Maint. Total						\$1,315,625.66
Grand Total						\$6,249,022.91

George Miller entered the meeting at 10:38 a.m.

Bills presented for approval

Mangan questioned why other income was higher than projected. Richel explained that the district received the funds from the Bloomsburg Road project and the 2015 Windstorm that were expected to be received in the previous fiscal year. Mangan noted that the labor health insurance was 17% higher than last year. Asst. Supervisor Howe said it was due to having an additional employee.

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

The next highway district meeting is on June 28. This will include a hearing for the validation of Road #20.

Commissioner Comments

Mangan said this year Independence Day is on a Tuesday. Mangan proposed taking the Monday before the holiday off and working the following Friday. This will be discussed at the next meeting.

Executive Session

Citing Idaho Code 74-206 (c) Chairman Mangan MOVED that the Board enter into executive session at 10:46 a.m. Richel called the roll with the commissioners voting as follows: Commissioner Johnson, aye; Chairman Mangan, aye; Commissioner Miller, aye.

The purpose of the executive session was to discuss right-of-way acquisition. Howard, Howe, Richel, and Corinne Johnson were asked to stay for testimony.

Regular Meeting reconvened

Mangan reconvened the regular meeting at 10:55 a.m. No motions were made coming out of executive session.

Adjournment

Mangan adjourned the meeting at 10:55 a.m.

RESPECTFULLY SUBMITTED BY:

Carol Richel
Carol Richel, Clerk/Treasurer

APPROVED BY:

James Mangan
James Mangan, Chairman

June 28, 2017
Date