

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**June 28, 2023**  
**9:00 A.M.**

**MINUTES**

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

**Approval of Agenda**

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

**Conflicts of Interest on the Agenda**

Johnson 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**

Johnson entertained a motion to approve the minutes of the June 14, 2023, regular meeting. Miller moved, Cooper seconded, Johnson concurred. The motion passed unanimously.

**Public Comments and Guest Introduction**

Kevin Frederick inquired about the status of Koth Rd.

**Old Business**

**Koth Road**

Kevin Howard stated he will be talking with Susan Weeks on 6/29/2023 to get an update.

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

The district and KCSW have reached an agreement. Dates will be set to advertise and hold a public hearing.

**Johnson Pit**

The installation of the gates is on hold until crushing is complete.

**Cougar Gulch Road, Gravel**

The project is slated to start in spring of 2024. Laura at Ruen Yeager will provide an award letter to be signed by the district.

**Rockford/Loffs Intersection, Request to proceed to Bid.**

Engineering is complete on this project. The board has approved to advertise for bids as soon as bidding documents are finalized. The district is working on ROW, however, Howard stated that some property owners are not being responsive to offers. Susan Weeks is working on this. The district has approved moving forward on this project.

**New Business**

**Work Progress Report**

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

MAY 31, 2023

Page 2

**ON THE ROAD**

Shoulder reconstruction on Meadowbrook Loop was completed.

Roadside mowing.

Assisted CDA Service Station with replacing sensor wires for the fuel island in the Worley Yard.

Hot-mix asphalt patch was applied to Conkling Park Drive, Bella Vista Road, and Cottonwood.

This year Tack oil was placed with the district's oil distributor to provide better adhesion to the existing asphalt.

Randy, Todd, and Tim attended T2 classes.

The herbicide spray for broadleaf weeds was applied.

Some ditch cleaning was performed on Belgrove and Hamaker Roads.

**IN THE SHOPS**

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

**Planned work for this coming Month.**

Chip Seal

Roadside mowing.

**Resolution 2023-03 Fixed Asset policy**

Johnson entertained a motion to sign the resolution as presented. Cooper moved, Miller seconded, Johnson concurred. The motion passed unanimously. Jennifer called roll, Cooper, aye, Johnson, aye, Miller aye.

**Rescind 2<sup>nd</sup> resolution 2021-07 Fee schedule for deferred payment of PILC.**

Johnson entertained a motion to rescind the resolution as presented. Cooper moved, Miller seconded, Johnson concurred. The motion passed unanimously. Jennifer called roll, Cooper, aye, Johnson, aye, Miller aye.

**Accounts payable register presented for approval.**

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

**Upcoming Meetings**

July 12, 2023, WHD Board of Commissioners

July 26, 2023, WHD Board of Commissioners

Johnson entertained a motion to move the Budget Planning meeting from 9 am to 2 pm on 8-2-2023, Miller moved, Cooper seconded, Johnson concurred. The motion passed unanimously.

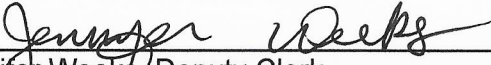
**Commissioner Comments**

none

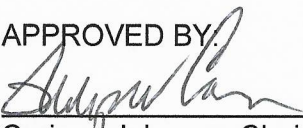
**Adjournment**

Citing no further business, Johnson moved to adjourn the meeting at 9:33 am, Cooper seconded the motion, Miller concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED BY:

  
\_\_\_\_\_  
Jennifer Weeks, Deputy Clerk

APPROVED BY:

  
\_\_\_\_\_  
Corinne Johnson, Chair  
Phil Cooper

  
\_\_\_\_\_  
Date