

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 8, 2023
9:00 A.M.

MINUTES

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

Angela Comstock, JUB

APPROVAL OF AGENDA

Miller MOVED to approve the agenda as presented. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

CONFLICTS OF INTEREST ON AGENDA

Corinne Johnson, George Miller, and Phil Cooper each indicated no conflicts of interest with any item on the agenda.

APPROVAL OF MINUTES

Miller MOVED to approve the minutes of the February 22, 2023 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

None.

OLD BUSINESS

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. CDA National Reserve, Major Subdivision, Loffs Bay Rd.:
This development has been billed to bring the review fee balance to \$0. When the road construction is scheduled to begin, they will be billed the minimum review fee deposit to begin construction observations as well as being billed subsequent review fees as necessary.
2. Ranch at Cougar Creek, MIN20-0057:
Approved. The district has yet to receive the final plat (Mylars) for signature. The "Payment In Lieu of Construction" fee is due prior to the district signing the final plat.
No additional information this month.
3. Rocky Point Reserve, MIN20-0088:
Kootenai County is still working with the developer on naming of the roadways.

I have no objection to the board signing the Final Plat when presented to Worley Highway District.
No additional information this month.

4. Ferris Landing, MIN20-0089:

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Kootenai County is still working with the developer on naming of the roadways.

I have no objection to the board signing the Final Plat when presented to Worley Highway District.
No additional information this month.

5. Misty Vale, MIN21-0098:

This subdivision is proposed off Vogel Road. The district's review has been given to Kootenai County Community Development. No additional information this month.

6. Spud Hill, MIN22-0032:

The district's concerns have been met as well as the obligations to the district. When the final plat is presented for signature, I'll conduct one last review of the Mylar and will have a recommendation for the board.

7. Harwood Estates, MIN

This subdivision is proposed adjacent to Meadowbrook Loop. I have reviewed the proposed subdivision and have no objection to the district signing the final plat pending one final review of the Mylar and receipt of the In Lieu of Construction Fees.

8. Serenity View Estates, MIN

This proposed subdivision is on Fox Haven Road (private) and served by Valhalla Road (public). The district has completed its review of the application and sent its recommendations to Kootenai County.

WHD Construction Projects

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

The district's right of way acquisition specialist has contacted two of the three property owners regarding acquisition.

2. Hull Loop Project:

The property owner in which the district made an offer has sought legal counsel. No additional information this month.

3. Mica Creek Bridge:

Except for asphalt paving on the bridge deck, the project is substantially complete and open to the public with a gravel travel surface.

4. Greensferry Road & Cougar Gulch:

Boundary map verification is complete. Preliminary design setup is done and 30% design will start this month. No additional information this month.

5. Greensferry Guardrail:

Negotiations for JUB's service are complete. JUB will now begin working toward final design, right-of-way needs and bid documents.

Comstock added that LHTAC has requested some additional concept review to ensure the project provides the maximum safety impact while controlling costs.

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6. Loffs Bay Road Cost Share Paving:

The Cost Share Agreement has been signed by both parties. The district plans to move forward when funds are received, and material purchases begin. Constant communication with Jim Nelson, the agreement representative, will be accomplished throughout the process. No additional information this month.

7. Kidd Island Road:

The application for STP-Rural funding was submitted Friday, January 6, 2023. No additional information this month.

8. Right-of-way Exchange, Kootenai County Solid Waste:

The Kootenai County BOCC has agreed to the exchange. The district will now begin preparation for the required public hearing.

Johnson requested that the meeting not be held during the April 28, 2023 meeting as she will be unable to attend.

9. Cougar Gulch:

I spoke with Laura- Ruen-Yeager & Associates yesterday. She plans to provide the receivables (Bid Documents) late this week or early next week.

WHD Misc. Projects

1. Koth Road ROW Status:

A request for information was received. Staff and legal counsel have been compiling the information and will make it deliverable soon. No additional information this month.

Miller inquired about the status of the Koth Road litigation. Howard will follow up with attorney Susan Weeks.

2. CDA Tribe, Lake Creek Project:

This project is proposed for the improvement of fish passage under some of the district roads. Tribal Fisheries has applied for funding for this project. No additional information this month.

Johnson inquired about the status of this project. Howard indicated that there has been no update, the Tribe is still waiting for confirmation of funding.

NEW BUSINESS

1. Accounts Payable, Payroll and Draw check registers for approval.

Miller MOVED that the bills be approved as presented on the Payroll, A/P and Draw registers. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

2. Upcoming Meetings:

March 29, [2023 WHD Board of Commissioners Meeting](#)

April 12, [2023 WHD Board of Commissioners Meeting](#)

2.3. Commissioner Comments:

None.


EXECUTIVE SESSION

None.

ADJOURNMENT

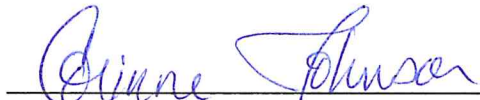
Citing no further business, Cooper MOVED to adjourn the meeting at 9:24 a.m. Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:

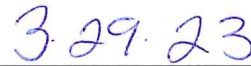


Tomi Maynard, Clerk

APPROVED BY:



Corinne Johnson, Chair



Date