

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
MAY 25, 2017
9:00 A.M.**

MINUTES

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

Corinne Johnson, Valhalla Road

Approval of Agenda

George Miller MOVED to approve the agenda as presented. Dave 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 Dave Johnson, James Mangan, and George Miller all indicated no conflicts.

Approval of Minutes

Miller MOVED to approve the minutes of the May 10, 2017 regular meeting. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Mangan said there isn't an item on the agenda for Road #20. The board will not discuss this until the hearing on June 28.

Old Business

2017 Election Update

Mangan stated the board already knew the results of the election. Richel informed the board that the May 16 election results were canvassed by the Kootenai County Board of Commissioners on May 23. Mangan let Corinne Johnson know she would be an employee of the district. He stated the compensation is \$90 per meeting day plus mileage. Dave Johnson said if she had any questions, she could call him.

Finnebott, Bennion, and SunUp Intersections

Howard met with Jay Hassell and Angela Comstock of JUB. He said the core samples show the clays have a lot of plastics. This means it holds moisture very well. If the district uses this material, they would have to remove and process it before reusing this material. Doing this would leave the district with a questionable substructure. JUB will provide the district with two cost estimates. The first will be to do both intersections together. The second is to divide the project into each individual intersection. In dividing the project, the district could use import materials. If the project was phased, and materials were used from the Finnebott/SunUp Intersection, there would need to be documentation of the process. This would ensure that the contractor for the Bennion/SunUp Intersection would be comfortable with the work that had already been completed. Mangan thought it would be less expensive to do both jobs at once. The district should receive the cost estimates soon.

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District Security Systems

Howard has not heard back from the company he contacted. He assumed they were not interested in taking over the district's security systems. Howard recommended removing this item from the agenda until another opportunity arises. Howard expressed his frustrations with our current provider. He stated the last time he called; he was able to work with them.

IACERS Board

Mangan told the board that Howard is going to be a member at large of the Idaho Association of County Engineers and Road Supervisors (IACERS). He congratulated him on his appointment. He said the district may have to move some board meetings around so Howard can attend the IACERS meetings. Howard said the Assistant Supervisor Howe could stand in for him at the district meetings.

New Business

WORK PROGRESS REPORT by Supervisor Howard

ON THE ROAD

The Magnesium-Chloride application for road stabilization on the district's graveled roads began this month. Some additional road grading was done ahead of the mag crew. This helped insure the quality of the end product.

Mangan asked where the district is on the mag application. Howard said the crews are in the Loffs Bay area heading towards Kidd Island and Mica Flats. The district got behind by one car, but the crew has been working diligently to get back on schedule.

The road surface surveys were completed. This evaluation of the road surfaces is accomplished once each year to assist the district in maintenance planning.

Carol, Dustin, Ed, and I attended a risk management class in Moscow. This class was taught by the staff from ICRMP (the district's insurer) and applied to our PRIMA (Public Risk Management Association) credits.

Kelly, Rick, Spark, and PJ went to an Effective Communications class in Lewiston. This was taught through the T2 Center.

Clint, Ed, Kurt, and Dustin went to a Seminar on "Generations at Work". The focus was on how to communicate across the generations. Miscommunication can often happen due to the different thought processes of the different generations. This class will help reduce those miscommunications.

The crew completed repairs of the section of Sunny Slopes Road that failed this spring. Geotextiles, ballast rock and gravel were added to a short section to support traffic through this muddy area.

The silt fence was removed from the intersection of Hull Loop and Kidd Island Road. The revegetation and soil stabilization in that area of the district reconstruction project is complete.

The appropriate signage changes were made to Conkling Road where the speed was reduced at the east end of the road. The crew placed some advanced warning road name signs on Cougar Gulch. Additional sign maintenance was done throughout the district.

Traffic counters are being placed according to the schedule.

A plugged culvert was cleared on Four Echoes Road.

The crew swept some of the paved roads that still had residual sanding material from the winter maintenance.

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Some ditches were cleaned in a couple of isolated places along Rockford Bay Road and Vogel Road.

IN THE SHOPS

Pickups

#20 – Serviced.

#25 – Replaced ball joints, brakes and U-joints.

#45 – Replaced the battery and the solenoid for the communications radio, serviced.

#65 – Replaced the battery.

#80 – Installed cab guard, slip tank and placed in service.

Trucks

#145 – Painted the fenders and the bumper.

#185 – Started adapting a sander body.

#205 – Replace a door handle.

#275 – Replaced the air compressor governor.

#280 – Replaced the exhaust studs and gasket.

#255 – Repaired water spray bar valve.

#280 – Serviced.

Road Grader

#305 – Replaced the alternator belts.

Loader

#440 – Serviced and repaired the radio.

#445 – Built a new roller attachment.

Excavator

#490 – Serviced.

Trailer

#615 – Replaced the left rear airbrake can.

Compaction Rollers

#720 – Serviced.

#855 – Serviced.

Misc.

#760 Mag transfer pump – Replaced the seals.

#850 Winter de-icer pump – Rebuilt the pump and dismounted from truck #100.

Planned work for this coming Month

- Repairs to the shoulder of Meadowbrook Loop.
- Hot Mix patching of paved roads.
- First seal on Carnie Road.

Bills presented for approval

Howard gave the board the amounts received from the sale of the surplus equipment.

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.

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Upcoming Meetings

The district's next regular meeting will be June 14.

Break – Mangan recessed the meeting at 9:37 a.m.

Reconvened – Mangan reconvened the meeting at 9:51 a.m.

Commissioners Comments

Executive Session

Citing Idaho Code 74-206 (b) Chairman Mangan MOVED that the Board enter into executive session at 9:41 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 a personnel matter. Howard and Richel were asked to stay for testimony.

Regular Meeting reconvened

Mangan reconvened the regular meeting at 9:55 a.m. No motions were made coming out of executive session.

Adjournment

Mangan adjourned the meeting at 9:55 a.m.

RESPECTFULLY SUBMITTED BY:

Carol Richel

Carol Richel, Clerk/Treasurer

APPROVED BY:

James Mangan

James Mangan, Chairman

June 14, 2017

Date