

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
May 31, 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. Sean Van Heel, GIS Technician and Kevin Frederick-Koth Rd resident were also present.

Approval of Agenda

Johnson entertained a motion to approve the agenda as presented. Cooper SECONDED the motion. Miller 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 May 10, 2023, regular meeting. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

Public Hearing-Cougar Gulch Rd project Bid opening

The bid opening has been postponed until June 5, 2023. Commissioner Johnson made the following statement: "It has been brought to our attention that there may be a discrepancy in the Import Materials quantities that could possibly be greater than 20% of the projected volume. This was discovered at the end of the day yesterday, leaving no time to check the numbers prior to his meeting. The numbers will be checked today. Should there be a discrepancy greater than 20% in the import quantities, an addendum will be issued as soon as possible. The bidders will then have an opportunity to adjust and submit or resubmit if necessary. The district will postpone the opening of bids until 9 am Monday, June 5, 2023. Bids are to be received no later than 8:45 am June 5, 2023. The district apologizes for the inconvenience, but it is important for the district to be transparent and for all bidders to have the same information to work with. Thank you"

Johnson entertained a motion to amend the statement to include the address of the bid opening location as 12799 Ness Rd, Worley, ID 83876, Miller seconded, Cooper concurred. The motion passed unanimously. The board agreed that commissioner Johnson will attend the bid opening on Monday, June 5, 2023.

Public Comments and Guest Introduction

No comments.

Old Business

Koth Road

Kevin met with Susan Weeks and signed the necessary documents in order to move forward at this time, no current date has been assigned in the court system. Kevin Howard, Director informed Kevin Frederick that the residents will need to find out on their own when it is scheduled in court, or they could call the district office and that information would be shared if we have it.

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

Kevin Howard stated that the district is waiting on information from the surveyor, Rod Jones about the parcel the WHD will acquire in the land swap.

Johnson Pit

Howard reported that public access to this property has become a nuisance for neighbors and has led to the site being treated as a garbage dump. The crew is building gates to close it off and No Trespassing and Authorized vehicle only signs have been ordered and will be installed, the crew will add an earth berm when weather allows. The gates are done, the crew is working on an 8ft berm and plan for installation of the gates.

Cougar Gulch Road, Gravel, Request to proceed to Bid.

Bids will be opened June 5, 2023

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 the district is waiting for a response from adjacent property owners.

New Business

CIP

Jay Hassel report. Jay was not present at the meeting to present on this, we will reschedule with him.

Work Progress Report

ON THE ROAD

The Magnesium-Chloride application to the graveled roads was complete on May 9th.

The crew trained on the new chip spreader in preparation for the upcoming seal season. Some minor modifications to the hitches on the dump trucks are being made.

Roadside spraying of noxious weeds per the Kootenai County Noxious Weed Board's list, began this month.

Equipment preparation for and the application of hot-mix asphalt patches were among the crew's tasks this month.

Leaning trees were removed from the side of Stringham Road.

The crew attended and completed a CPR class. Additionally, the crewmembers that needed a first aid class as a requirement of their T2 certifications received the necessary training.

The summer use only roads were graded this month.

The crew is currently working on a road shoulder repair on Meadowbrook Loop.

IN THE SHOPS

Repairs were made to the fuel system electronics at Worley Yard.

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

Planned work for this coming Month.

- Asphalt patching.
- Roadside mowing
- Noxious weed spraying

III-A updated JPA and Participation Agreement

Johnson entertained a motion to sign the agreement, Cooper seconded, Miller concurred. The motion passed unanimously.

Accounts payable register presented for approval.

Johnson MOVED that the bills be approved as presented on the A/P check register. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

Upcoming Meetings

June 14, 2023, WHD Board of Commissioners

June 28, 2023, WHD Board of Commissioners

Commissioner Comments

Johnson Congratulated Cooper on winning the election.

Executive Session

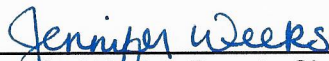
Johnson entertained a motion to go into executive session, Miller seconded, Cooper concurred. Roll was taken, Johnson- aye, Miller- aye, Cooper- aye. The motion passed unanimously.

Entered at 9:37 am, regular session resumed at 10:15am.

Adjournment

Citing no further business, Johnson MOVED to adjourn the meeting at 10:15 a.m. Miller SECONDED the motion. Cooper CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:

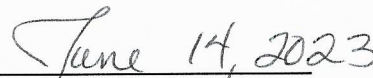


Jennifer Weeks, Deputy Clerk

APPROVED BY:



Corinne Johnson, Chair



Date