

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

**MINUTES**

Commissioner Phil Cooper called the meeting to order at 9:34 a.m. with Commissioner Corinne Johnson and Commissioner George Miller present. Also present were Director of Highways Kevin Howard, Deputy Director Dustin Howe, Deputy Clerk, Jennifer Weeks and Clerk, Charyl Ragan.

Guest: Rand Wichman and Jay Hassell

**APPROVAL OF AGENDA**

Cooper moved to approve the agenda; Johnson seconded. Miller concurred. The motion passed unanimously.

**CONFLICTS OF INTEREST ON AGENDA**

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

**APPROVAL OF MINUTES**

Miller moved to approve the minutes of the October 25, 2023, regular meeting and the November 3, 2023 special meeting minutes, Johnson seconded. Cooper concurred. The motion passed unanimously.

**PUBLIC COMMENTS AND GUEST INTRODUCTIONS**

none

**OLD BUSINESS**

**Kootenai County Community Development**

CDA National Reserve, Major Subdivision:

Road work has begun and JUB's Jacob Clark is performing the construction inspections for Worley Highway District. No additional information this month.

Misty Vale, Minor subdivision, MIN21-0098:

This subdivision is proposed off Vogel Road. The district's review has been given to Kootenai County Community Development. No activity since October 7, 2022. No additional information this month.

Harwood Estates Minor subdivision, MIN22-0022

The board has a request for signature today on the final plat (Mylars) from the developers engineer. Miller moved to sign the mylars; Johnson seconded; Miller concurred. The motion passed unanimously.

Serenity View Estates, MIN22-0028:

This proposed subdivision is at the end of Fox Haven Rd. (private). Staff has reviewed the proposed subdivision and has commented to Kootenai County Community Development. The review was performed in-house. The remaining balance of the review fee deposit will be returned to the developer. No additional information this month.

Azure Estates, MIN22-0059:

As of June 28, 2023, Kootenai County informed the developer that the deadline for recordation is April 30, 2024. No additional information this month.

**WHD Construction Projects**

**Rockford Box Culvert:**

JUB is working on Hydraulic Modeling as well as Environmental and Geotechnical Reporting. With this information, they will begin looking at alternatives, cost estimates and provide the board with a summary. JUB is going to apply for grant to help with costs.

**WHD Transportation Plan:**

The displays and other preparations are being completed for the Open House being held on November 14<sup>th</sup> from 4:00 pm to 7:00 pm.

**Rockford Bay Road/Loffs Bay Road (W) Intersection:**

I've been in contact with the district attorney and the goal is to have the right-of-way acquisition or early entry agreement complete by October 31<sup>st</sup>. No additional information this month.

**Greensferry Guardrail, Key No. 23285:**

This project is moving forward with PS&E (Plans, Specifications and Estimates). The additional funds needed to cover the cost of inflation on this project have been sent to ITD.

**Loffs Bay Road Participation Project (Cost Share Paving):**

The project is complete less the paving. The project will be regraded, checked for readiness to pave, then paved next summer. No additional information this month.

**Kidd Island Road (Phase II):**

Right-of-way acquisitions from Phase I that affect phase II are on-going. Before the board today is an agreement requiring the chairs signature for completion of the acquisition.

**WHD Misc. Projects**

**Abandonment Road #20**

Johnson entertained a motion that it would be in the public's best interest to abandon/vacate Road #20 with the condition to receive the fair market value which has been determined by the board to be \$63,582. Miller moved. Cooper seconded. Johnson concurred. The motion passed unanimously.

**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.

**CDA Tribe, Lake Creek Project:**

Dustin and I met with Angelo and Stephanie (CDA Tribal Fisheries) yesterday to begin scheduling this project. The project build years are 2024 and 2025. We have more planning to do to prepare for the project. The federal grant for the project has been secured. No additional information this month.

**NEW BUSINESS**

**1. 2024 Board Meeting Schedule**

Johnson moved to approve the 2024 Board meeting schedule. Miller seconded. Cooper concurred. The motion passed unanimously.

**2. Accounts Payable**

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

**3. Upcoming Meetings:**

November 9, 2023, KMPO 1:30 pm-CANCELLED  
November 14, 2023 Public Open House 4-7 pm  
November 29, 2023 WHD Board meeting 9 am

**4. Commissioner Comments:**

Johnson asked the deputy clerk and clerk how their experience was at the recent convention in Boise. Both indicated that it was good to go and make connections and attend the classes.

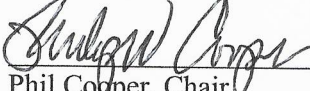
**ADJOURNMENT**


Citing no further business, Miller moved to adjourn the meeting at 9:49 a.m., Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED BY:

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

APPROVED BY:

  
\_\_\_\_\_  
Phil Cooper, Chair

  
\_\_\_\_\_  
Date