

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
October 11, 2023  
9:00 A.M.**

**MINUTES**

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

Guest: Susan & Leo Wolt, Don Richel, Darlene Sheldon, Phillip Sertich, Jay Hassell

**APPROVAL OF AGENDA**

George moved to approve the agenda; Corinne seconded. The motion passed unanimously.

**CONFLICTS OF INTEREST ON AGENDA**

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

**APPROVAL OF MINUTES**

Corinne moved to approve the minutes of the September 27, 2023, regular meeting, George seconded. The motion passed unanimously.

**PUBLIC COMMENTS AND GUEST INTRODUCTIONS**

Further discussion on the history of Road #20.

**OLD BUSINESS**

**Kootenai County Community Development**

CDA National Reserve, Major Subdivision, Loffs Bay Rd.:

Road work has begun and JUB's Jacob Clark is performing the construction inspections for Worley Highway District.

Misty Vale, 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, 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. No additional information this month.

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.

### **WHD Construction Projects**

Rockford Box Culvert: Status

Core drilling is complete, and work has begun on Hydraulic Modeling. These tasks are necessary in order to design a replacement water passage.

WHD Transportation Plan:

A meeting for staff to review the data is set for October 24<sup>th</sup>. The open house will be held on November 14, 2023.

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

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>.

Greensferry Guardrail, Key No. 23285:

PS&E will be underway next week. This will bring the project to bid readiness.

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.

Kidd Island Road (Phase II):

Right-of-way acquisitions from Phase I that affect phase II are slated to be completed by October 31<sup>st</sup>, 2023.

### **WHD Misc. Projects**

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. Paver Lease Agreement**

Corinne motioned to approve the 2-year lease agreement for the Paver and George seconded the motion. The motion passed unanimously.

#### **2. Accounts Payable**

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George moved that the bills be approved as presented on the A/P register. Corinne seconded the motion. The motion passed unanimously.

**3. Upcoming Meetings:**

October 12, 2023, KMPO 1:30 pm

October 25, 2023, WHD Board meeting 9 am

November 8, 2023 WHD Board meeting 9 am

**4. Commissioner Comments:**

Corinne thanked the staff for being prepared and for adding additional discussion with and for the public comments.

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

Citing no further business, George moved to adjourn the meeting at 9:45 a.m., Corinne seconded the motion. The motion passed unanimously.

RESPECTFULLY SUBMITTED BY:

Charyl Ragan  
Charyl Ragan, Clerk/Treasurer

APPROVED BY:

George Miller  
George Miller, Chair

10-25-23  
Date