

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
SEPTEMBER 13, 2017
9:00 A.M.**

MINUTES

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

G.E. Siegford, HMH

Angela Comstock, JUB

Approval of Agenda

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

Approval of Minutes

Miller MOVED to approve the minutes of the August 30, 2017 regular meeting/budget hearing. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Old Business

Staff Report by Supervisor Kevin Howard
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. Hager Estates, Minor: Status Report
Susan Weeks and I discussed the situation with this subdivision. We discussed the collection of the debt owed the district. No additional information this month.
2. The Club at Rock Creek, Major Subdivision:
Phase two of this subdivision will be under review in the near future.
Mangan asked about the hearing for the abandonment/vacation of right-of-ways within the Club at Rock Creek. He would like to have the hearing before the snow covers the rights-of-way in case someone would like to physically look at those rights-of-way.
3. Abigal Acres, MIN17-0011:
The final plat was brought to the board for signature at the district meeting on August 30, 2017. The plat has been signed by WHD. Staff recommends removal of this item from the staff report.
The board agreed to removal.

WHD Construction Projects

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

Susan Weeks has placed the right-of-way acquisition for this intersection next on her list of tasks for the district following the Kidd Island Road acquisitions. No additional information this month.

2. Kidd Island Road Project: Status Report

On Thursday, August 30th, I met with LHTAC, Terragraphics and Bionomics, in the district office to discuss the necessary paperwork that LHTAC needs for billing purposes. Directly after the meeting the group visited the project in the field.

Another right-of-way acquisition will be finalized this week. Additionally, one parcel of land that the district requested right-of-way from has been sold. I will be meeting with the new owner tomorrow.

3. Tall Pines Road/Loffs Bay Road Intersection: Status Report

Surveying has been scheduled to mark the right-of-way on the North side of the road where excavation is proposed.

4. Finnebott, Bennion & Sun Up Intersections:

JUB has been working on this project as their schedule allows. Their emphasis has been on Greensferry and Watson Roads.

5. Burton Road Bridge:

Materials for the construction of this project have been ordered. The water diversion for the construction will be installed this week. Construction will begin shortly after the hubs have been surveyed and set.

The construction will begin Monday, September 18.

6. Watson Road Slide:

Angela Comstock, JUB, provided for the district three repair designs. All of them being equal in the end regarding performance, staff chose the least expensive to be requested of FEMA. With that said, the estimate is \$1,590,000.00. The district's 25% of that cost is \$400,000.00. If the district is able to receive the reimbursement percentage offered by the state of Idaho to assist the match, the district's end cost should be around \$160,000.00. With the two most recent disasters, Texas and Florida, there is concern regarding the availability of funds.

The necessary paperwork has been completed and given to FEMA requesting funding. However, this project will be placed in a queue at FEMA and then prioritized. Reimbursement through this process may take a long time.

The district may be able to make a repair with its forces for a total cost near to the end match of \$160,000 but the design will leave a greater liability (risk) to the district.

Mangan said the board would have to make a decision as to how to proceed (through FEMA or with the district crew). Comstock said that the project would be a Public Assistance Alternative Procedures Pilot Program in which FEMA would agree to the estimated costs and the funds would be given to the state. The district would request reimbursement from the state. Howard thought the crew could do the repairs in the same manner as the repairs that were made on the Greensferry Slide. Comstock said they have stopped work on this project until the district gives

them direction. Mangan questioned what the district would receive for additional \$1,430,000 difference in cost. Comstock said doing the project through FEMA includes contracted pricing, all the overhead, and would include removing all the slide material down to bedrock. If the crew did the work, some of the slide material would be left in place. Mangan asked if it could be documented as a reasonable tradeoff based on the price; and what is the quantitative improvement. What is the risk associated with the less costly repair? Comstock said there could be impacts to the lake and to the private property owners below. She would have to look at statistics, have their geotechnical consultants run a slope sustainability analysis, and get a feel for the safety factor. She would need time to put this information together.

7. Greensferry Road Slide:

The repairs have been completed. The paperwork for final payment less retainage is in process as well as the request for reimbursement from LHTAC.

Howard said the project turned out well. The contractor did a quick and professional job. The district has received many compliments.

Mangan asked when the Loffs Bay Road shoulder repairs would take place. Howe said the repairs would occur after the Burton Bridge project is complete.

WHD Misc. Projects

1. 2018 LHSIP Grant – Delineators & Signage:

Dustin and I began preparing for this project. We are making a materials list as they pertain to the nine locations in which the district will improve signage and delineation. This is a bit early but the district will be able to order the materials the moment the funding cycle allows the purchase to be made. *No additional information this month.*

2. Validation of Road #20:

The Order of Validation is before the board for signature today. *No additional information this month.*

Howard requested removal of this item. Mangan felt this should stay on the agenda until it goes before the judge. Howard will follow up with Attorney Weeks.

New Business

No Parking, SunUp, Bennion, & Four Echoes Roads

Howard received a phone call from a Kootenai County Deputy about parking on SunUp, Bennion, & Four Echoes Roads. He said cars are parking the full length of these roads. He asked that the district post the full length of these roads as no parking zones. Howard said there is the potential for emergency services to not be able to get in to areas because of these illegally parked vehicles. Johnson asked how much it would cost to place the signs. Staff will get an estimate for the cost and quantity of signs and posts. Miller asked what the distance is between the signs. Howard said the district uses the MUTCD standard, however, if there is any place on the roads where the offender cannot see the signs, the sheriff's department has a difficult time relaying to the judge that the ticket is valid. The offender can claim they did not see the sign. Staff will get an estimate for the cost and quantity of signs and posts.

KMPO Board Alternate

Richel received a call from staff at KMPO about an alternate representative from the highway district. Mangan said he would like to wait to make a decision on this.

ICRMP Liability Insurance Renewal and Terrorism Coverage

Richel reported that the district received its Liability Insurance Renewal for the 2017-18 fiscal year. There were a few minor changes to the policy. The district already has terrorism coverage and the board did not feel that the district needed the additional terrorism coverage.

Miller MOVED to approve the Rejection of Full Terrorism Coverage for fiscal year 2017-18. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Schedule Annual Employee Breakfast

Richel informed that board that the Employee Breakfast has been scheduled for October 2, 2017 at the Cracker Barrel restaurant. This was the only day that most of the employees could attend due to training the remainder of the week.

Bills presented for approval

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.

Upcoming Meetings

There are KMPO and AHDKC meetings tomorrow. The next highway district meeting is scheduled for September 27. This will also include the amended budget hearing.

Break – Mangan recessed the meeting at 10:10 a.m.

Reconvened – Mangan reconvened the meeting at 10:19 a.m.

Executive Session

Citing Idaho Code 74-206 (c) Chairman Mangan MOVED that the Board enter into executive session at 10:19 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 right-of-way acquisition. Howard, Howe, and Richel were asked to stay for testimony.

Regular Meeting reconvened

Mangan reconvened the regular meeting at 10:37 a.m. No motions were made coming out of executive session.

Commissioner Comments

Johnson said she will not be able to attend the next meeting, but maybe able to participate electronically.

Adjournment

Mangan adjourned the meeting at 10:37 a.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Carol Richel
Carol Richel, District Clerk/Treasurer

James Mangan
James Mangan, Chairman of the Board

Sept 27, 2017
Date