

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
DECEMBER 8, 2021
9:00 A.M.**

MINUTES

Commissioner Corinne Johnson called the meeting to order at 9:00 a.m. with Commissioner Phil Cooper and Commissioner George Miller present. Also present were District Clerk/Treasurer Carol Richel; Deputy Director Dustin Howe; Deputy Clerk Tomi Maynard; and:

Rand Wichman, Club at Rock Creek Jay Hassell, JUB

APPROVAL OF AGENDA

Johnson MOVED to approve the agenda as presented. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

CONFLICTS OF INTEREST ON AGENDA

George Miller and Phil Cooper each indicated no conflicts. Corinne Johnson declared an apparent conflict of interest on the item titled Swede Bay Road Paving.

APPROVAL OF MINUTES

Cooper MOVED to approve the minutes of the November 24, 2021 regular meeting. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Public Hearing: Surplus Equipment

Johnson opened the public hearing at 9:02 am. Howe explained that when the new broom truck was purchased earlier this year, the District had 2 broom trucks that were nearly identical in age and condition, and only had a need for one. The board had previously passed Resolution 2021-06 declaring 740 as surplus but it's counterpart - 710 -broke down shortly after the resolution was approved. Staff is now requesting that the board rescind 2021-06. Johnson requested that the resolution be placed in the record.

**WORLEY HIGHWAY DISTRICT
Resolution No. 2021-06
DECLARATION OF SURPLUS EQUIPMENT**

WHEREAS, the Board of Commissioners of the WORLEY HIGHWAY DISTRICT found that the equipment described herein is no longer useful to the Worley Highway District and the Board finds it in the best interest of the public to sell the equipment; and

WHEREAS, Idaho Code §40-1309 provides that a public hearing shall be held and published in accordance with the provisions of Idaho Code §40-206, and at which hearing any person interested may appear and show cause that the equipment should not be sold;

WHEREAS, the commissioners of the WORLEY HIGHWAY DISTRICT have elected to put the following equipment out for auction at the next equipment auction.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby declare the following equipment as surplus:

- 2004 Broce Self-propelled Sweeper #740

Miller MOVED to rescind Resolution 2021-06 Declaration of Surplus Equipment. Deputy Clerk Maynard called the roll with commissioners voting as follows: Commissioner Cooper, aye; Commissioner Johnson, aye; Commissioner Miller, aye. The motion PASSED UNANIMOUSLY.

Staff is now requesting that the broken down broom (710) be declared surplus as well as 2 other pieces of equipment that the District no longer has a need for. This will clear space for other equipment and finance toward newer more reliable equipment.

WORLEY HIGHWAY DISTRICT
Resolution No. 2021-11
DECLARATION OF SURPLUS EQUIPMENT

WHEREAS, the Board of Commissioners of the WORLEY HIGHWAY DISTRICT found that the equipment described herein is no longer useful to the Worley Highway District and the Board finds it in the best interest of the public to sell the equipment; and

WHEREAS, Idaho Code §40-1309 provides that a public hearing shall be held and published in accordance with the provisions of Idaho Code §40-206, and at which hearing any person interested may appear and show cause that the equipment should not be sold or exchanged; and

WHEREAS, the commissioners of the WORLEY HIGHWAY DISTRICT have elected to put the following equipment out for auction or trade-in.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby declare the following equipment as surplus, to be disposed of according to state statutes, including disposal, sale, or trade-in on new equipment:

For sale at the next available public auction:

- 2005 Broce Self-propelled Sweeper #710

For trade-in on new equipment:

- 1990 CAT 140G Motor Grader #340
- 1970 CAT D6C Dozer w/ripper #370

Miller MOVED to approve Resolution 2021-11 Declaration of Surplus Equipment. Deputy Clerk Maynard called the roll with commissioners voting as follows: Commissioner Cooper, aye; Commissioner Johnson, aye; Commissioner Miller, aye. The motion PASSED UNANIMOUSLY. The Board signed the resolution.

Johnson closed the hearing at 9:05 am

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

None.

Priority items for attendees from New Business

The Club at Rock Creek, Major Subdivision, Loffs Bay Rd:

Rand Wichman is in attendance today representing the Club at Rock Creek. He is here to outline the steps that he is working with Director Kevin Howard to complete, and to acknowledge the remaining obligations the Club must fulfill before the final plat for this Major Subdivision can be signed by the Board. Johnson commented that Howard has authorization within his job description to fulfill the Clubs need to bring the project to completion.

Wichman exited at 9:16 am

OLD BUSINESS

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. The Club at Rock Creek, Major Subdivision, Loffs Bay Rd.:
The Club at Rock Creek is preparing to request approval of the 3rd addition to the development. The board can expect to see this in the near future. Additionally, Staff is working on a resolution for the acceptance of the donation to the district. The donation is the completed final phase of the reconstruction of Loffs Bay Road adjacent to the subdivision.
2. Axis Cove 1st Addition, MIN20-0103:
Approved. It appears to have maintained the approval status after the appeal. The developer has **not** met all financial obligations to the district. As of 12-3-21, the Order of Decision from the county has not been rendered.
3. Ranch at Cougar Creek, MIN20-0057:
Approved. Under appeal to hearing examiner at KCCD. As of 12-3-21, this is still in front of Kootenai County's Hearing Examiner.
4. Farup Estates, MIN20-0099:
This has been removed from Kootenai County's planning dashboard. Staff can only assume that since the signing was due in November, the subdivision application is now cancelled. Staff recommends removal of this item from the staff report.
5. Rocky Point Reserve, MIN20-0088:
This subdivision has been approved by KCCD on 7/15/2021. NEEDS FURTHER REVIEW.
6. Farris Landing, MIN20-0089:
This subdivision has been approved by KCCD on 7/15/2021. NEEDS FURTHER REVIEW.

WHD Construction Projects

1. Rockford Bay Road/Loffs Bay Road (W) Intersection: Status Report
Field topography work has been completed. The boundary and base map preparation is in progress.

2. Kidd Island Road Project: Status Report

The Notice of Termination (NOT) is in process to be filed with the EPA as it pertains to the Construction General Permit. The agreement for stream monitoring is still in progress.

3. Watson Road Slide:

The physical portion of the project is complete. I met with Jay Baker, Idaho Office of Emergency Management field officer, for the final inspection. Due to the freshly fallen snow, a quick drive through the project was accomplished to give Mr. Baker perspective. The district will provide pre construction, construction, and post construction pictures for his use in closing out the project. A document was presented for my signature as witness that the project was completed per the design with any preapproved change orders. I signed the document on behalf of the district.

Johnson also signed a mediation agreement that had been previously approved by the Board.

4. Hull Loop Project:

The property owner in which the district made an offer has sought legal counsel.

5. Sun Up, Bennion, Finnebott Intersection Project:

A couple small items on the "Punch list" have yet to be completed. No additional information this month.

6. Solitaire Road:

The agreement has been signed and the financial assistance has been received from the community. This project is tentatively set for next summer. No additional information this month.

WHD Misc. Projects

1. Koth Road ROW Status:

The district's Attorney, Susan Weeks, would like to visit with the board in executive session when schedules allow. No additional information this month.

2. Validation of Road #20:

Jeremy Russell, JUB, had the Record of Survey recorded at Kootenai County. Staff Recommends removal of this item from the staff report.

3. Rockford Bay Road, Speed Limit signs:

This project is complete. Staff Recommends removal of this item from the staff report.

4. Swede Bay Road Paving:

Telephone discussions regarding design and topographical limitation has happened. A drawing has yet to be produced for staff's review. No additional information this month.

NEW BUSINESS

1. Approval of Annual Road and Street Financial Report

Richel presented and briefly outlined the Annual Road and Street Report that she prepared. Upon approval by the Board this Report will be supplied to the State of Idaho as it is each

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year, to show how funds are being utilized, and to show shortfalls within the District's current budget.

Cooper MOVED to approve the Annual Road and Street Report as presented. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

2. 2022 Meeting Schedule

The Commissioner's looked over the draft schedule of meetings and noted all meetings that fell outside the standard schedule. The final meeting in January was rescheduled to January 25, 2021 @ 8:00 am to accommodate Johnson and Howard's travel to the Day at the Capitol event on January 26th. The final meeting in February was rescheduled to February 28, 2021 at 9:00 am to allow a few extra days for the month's bills to arrive and checks to be created.

Miller MOVED to approve the proposed 2022 meeting schedule as discussed. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

3. Accounts Payable and Draw check registers for approval

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

4. Upcoming Meetings:

December 13, 2021 Executive Session - Litigation
December 29, 2021 WHD Regular meeting
January 13, 2021 KMPO

5. Commissioner Comments:

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Citing no further business, Miller MOVED to adjourn the meeting at 9:43 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



Tomi Maynard, Deputy Clerk

APPROVED BY:



Corinne Johnson, Chair

12.29.2021
Date