

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
FEBRUARY 10, 2021  
9:00 A.M.**

**MINUTES**

Commissioner Corinne Johnson called the meeting to order at 8:02 a.m. with Commissioner George Miller and Commissioner Phil Cooper present. Also present were Supervisor Kevin Howard; Assistant Supervisor Dustin Howe; District Clerk/Treasurer Carol Richel; Deputy Clerk Tomi Maynard; and:

Scot Hoover, CPA  
Pam Hodaka, Koth Road

Rick Witt, Koth Road

*Some participants utilized Zoom to attend the meeting. Any participants who attended electronically and did not identify themselves will not be listed.*

**APPROVAL OF AGENDA**

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

**CONFLICTS OF INTEREST ON AGENDA**

Chairman Corinne Johnson asked if any Board member had a conflict of interest with any item on the agenda. Corinne Johnson, Phil Cooper, and George Miller each indicated no conflicts.

**APPROVAL OF MINUTES**

Miller MOVED to approve the minutes of the January 27, 2021 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**PUBLIC COMMENTS AND GUEST INTRODUCTIONS**

None.

**Priority items for attendees from New Business**

**Scott Hoover, 2020 Audit Review**

Hoover briefly highlighted the audit review report. He indicated that it is his opinion that the financial statements are fairly presented and free from material defects. He found no significant deficiencies or reportable findings in the District's internal controls. This is the best opinion that can be reached from an audit. Hoover commented that Richel keeps very clean books and is very easy to work with. Johnson, Cooper and Miller all agreed and thanked Richel.

Hoover exited at 8:08 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. Hager Estates, Minor, Status Report, Loffs Bay Rd.:

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The unpaid funds owed to the district per the Road Development Agreement is tied to the previous owners and not to the property. Attorney Weeks is working to collect from those that are named in the RDA. No additional information this month.

2. The Club at Rock Creek, Major Subdivision, Loffs Bay Rd.:  
The bond agreement is before the board today for signature. Staff has reviewed the agreement and has no objection to the board signing. No additional information this month.
3. Jaeger and King, Minor Subdivision, MIN19-0063:  
Recap: the financial responsibilities to the district have yet to be met. Once the responsibilities have been met, the district can sign the plat when presented. No additional information this month.
4. Whelan's Tracts #2, Minor Subdivision:  
The developer has met the financial obligations to the district. The district is waiting for the final plat to be presented for signature.
5. Barley Grains, Minor Subdivision:  
This subdivision is the first of 14 bundled within an area adjacent to Finnebott Road. Staff has received the review fee deposit and is now reviewing.
6. Section Twenty One Acres, Minor Subdivision:  
This two-lot minor subdivision is proposed adjacent to Conkling Road. The review fee deposit has been received and review is in process.
7. Millhorn Farms, Minor Subdivision:  
This subdivision is the second of 14 bundled within an area adjacent to Finnebott Road. The staff has yet to receive the review fee deposit as required to begin review.s

**WHD Construction Projects**

1. Rockford Bay Road/Loffs Bay Road (W) Intersection: Status Report  
This project ranked in the ninth position for the STP - Rural Funding. The ranking is for Fiscal Years 2021 – 2027. Sponsors will be notified as funding comes available and by order of ranking. No additional information this month.
2. Kidd Island Road Project: Status Report  
A weather event and storm water runoff caused damage that required immediate repair. This repair was accomplished through the contractor with assistance from Alta Engineering as the stream bed was designed by them. Stormwater permitting requirements are still a consideration as the project has not been completed. No additional information this month.
3. Watson Road Slide:  
The district has is discussing construction easement extensions with an affected property owner. There is a possibility that the subject property may sell before spring when work is to resume. If so, a construction easement will then need to be negotiated with the new owner. No additional information this month.
4. Hull Loop Project:



J-U-B will provide staking for one of the property owners so that they have a better idea as to the needed right-of-way for the project. No additional information this month.

5. Sun Up, Bennion, Finnebott Intersection Project:  
The contractor has been in contact with the utility companies that have facilities within the project limits. A meeting is to be scheduled among them to discuss moving their respective utilities.
6. Watson Bridge Project:  
An application for the Joint Nationwide Permit is in process.

### **WHD Misc. Projects**

1. Koth Road ROW Status:  
Dustin and I inspected the placement of the gates that were brought to the district's attention.

The debate is to which survey is utilized for the placement of the gates. The gate further south appears to be on private property in either case. The gate to the north is on the point of deviation from the survey provided by Mr. Penny. That said, the point of diversion was marked at the centerline of the roadway. Therefore, from that point going southerly, a portion of the road is within the right-of-way per that survey until the gate is fully out of the right-of-way width per the survey provided by Mr. Penny.

Where the gate lies in relationship to the survey performed on site by JUB Engineers, the gate is fully on public right-of-way and as such should be removed.

Staff recommends the board seek council prior to giving direction. No additional information this month.

*Witt commented that calls to the District's attorney have not been returned. He asked if this is standard. Howard assured him that Attorney Weeks is likely in court proceedings and would return calls as soon as she was available.*

2. Validation of Road #20:  
Jeremy Russell, JUB engineers is making every effort to ensure that the survey of the original road is properly depicted. To date, no work has been done in the field. No additional information this month.

### **NEW BUSINESS**

1. Scott Hoover, 2020 Audit Review  
Addressed previously in the meeting.
2. Kootenai County 2020 All Hazard Mitigation Plan Adoption  
Every five years the county updates their Hazard Mitigation plan and requests that all entities approve the portions related to their jurisdictions. Howard provided a copy of this updated plan.

Miller MOVED to approve the Kootenai County All Hazard Mitigation Plan. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

3. MKI Generator Agreement

The District has been in an agreement with MKI for several years regarding a generator at the Mica Shop/MKI Fire Department location. At this time staff has updated the agreement to reflect splitting the costs for operation and maintenance of the generator, which is the cost share that has been in practice.

Miller MOVED to direct staff to send agreement with the Districts update to MKI for their review and then present any updates MKI Fire District may make to the Board for approval when received. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

4. Accounts Payable and Draw check registers for approval

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

5. Upcoming Meetings:

KMPO February 11, 2021 1:30 p.m.  
KCATT February 23, 2021 8:00 a.m.  
WHD Regular Meeting Wednesday, February 24, 2021 9:00 a.m.

6. Commissioner Comments:

Johnson asked if load limits have been lifted. Howard reported that limits have not been lifted, but staff is issuing permits to allow hauling as the cold temps have frozen the ground solidly enough to allow full loads.

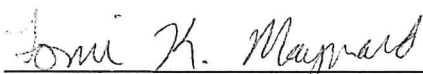
**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

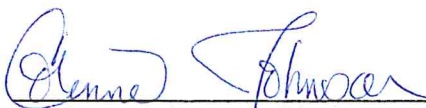
Citing no further business, Miller MOVED to adjourn the meeting at 8:27 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

RESPECTFULLY SUBMITTED BY:



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Tomi Maynard, Deputy Clerk

APPROVED BY:



\_\_\_\_\_  
Corinne Johnson, Chairman



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Date