

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
FEBRUARY 24, 2021
9:00 A.M.**

MINUTES

Chairman Corinne Johnson called the meeting to order at 9:01 a.m. with Commissioner Phil Cooper and Commissioner George Miller present. Also present were Supervisor Kevin Howard, Assistant Supervisor Dustin Howe, District Clerk/Treasurer Carol Richel, Deputy Clerk Tomi Maynard; and:

Jason Hood, Envirotech Service

Marty Buell, Roadwise

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

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

Conflicts of Interest on the Agenda

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

Approval of Minutes

Miller MOVED to approve the minutes of the February 10, 2021 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Bid Opening: 2021 Magnesium Chloride

Chairman Johnson opened bids to supply magnesium chloride to the District for 2021 road stabilization as follows:

<i>Bidder</i>	<i>Bid Price</i>	<i>Demurrage</i>			<i>Anticipated Delivery Date</i>
Envirotech Services, Greeley, CO	111.92 /ton	75 /day	7 free days		April 1, 2021
Roadwise Inc.	111.96 /ton	75 /day	7 free days		April 1, 2021

Miller MOVED to award the bid to Envirotech Services, pending review by District Supervisor Howard. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Buell and Hood exited at 9:14 a.m.

Public Comments

None.

Old Business

Koth/Kioth Road

Property owners impacted by this item have hired their own attorney. The District has received 2 public records requests related to this issue. All requested documents have been provided.

Wellers Black Rock Park, Public Right-of-Way

Staff is awaiting plans from the engineer for board sign off.

The Club at Rock Creek, Loffs Bay Rd

This item has been completed and will be removed as soon as the warranty is up.

Kidd Island Road Project

Utility relocation is still ongoing but is currently held up pending the relocation of several private fences. These moves are weather dependent.

MKI Fire generator MOU

MKI Fire District staff made one change to the MOU to include the generator being used to power staff quarters. Staff recommends signing the agreement.

Miller MOVED to approve the amended and restated memorandum of understanding with Mica Kidd Island Fire District. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

iWorQ

Staff is still waiting for data from iWorQ.

New Business

Whelan's Tracts First Addition, plat for signature

In previous meetings this item was referred to as Whelan's Tracts Second Addition. Upon review the county required the name to be changed to Whelan's Tracts First Addition. All of the Districts requirements have been met. Staff recommends signing the plat.

Miller MOVED to approve and sign the plat for Whelan's Tracts First Addition. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Johnson signed the plat.

2021 Day at the Capitol

Johnson, Cooper and Howard all attended this event. Johnson felt it was a good thing that the District sent representatives. She provided updates on the Senate hearing that she attended. Howard noted that he felt the impact was diminished because several bills that the Highway Districts wanted to address with House legislators had already been moved on to the Senate. Cooper echoed Howard's comments but added that he felt the face-to-face interaction was beneficial overall.

Personnel Manual Changes

Richel presented several items that need to be updated within the manual. Some changes are due to changes in policies and benefits, and some to clarify policies. Richel explained these changes in detail.

Miller MOVED to approve all suggested changes to the personnel manual and providing latitude to the clerk to make changes to staff titles within the policy manual as necessary. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Work Progress Report by Supervisor Kevin Howard

ON THE ROAD

The crew plowed snow, sanded roads, and applied anti-icing material as needed. Some of this work was accomplished over the weekend with callouts and overtime.

The crew repaired Conkling Park Drive where the roadbed washed out for about one-half mile. Additional culverts were added to accommodate the high runoff conditions that has caused issues for

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many years. Flood caused the need for repairs on Ditmore, Rockford Bay, Pilot Rock and Shriner Roads as well.

Repairs were made to the streetlights at Rockford Bay Road and US-95.

A few more trees had fallen on the roads and in the Sun Up Yard this month, some during off hours that required the crew to be called out on overtime.

IN THE SHOP

Minor repairs to equipment were accomplished.

Planned work for this coming Month

- Winter maintenance.

As weather permits:

- Brush cutting.

Bills presented for approval

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

Upcoming Meetings

March 10, 2021 WHD Regular Meeting 9:00 a.m.

March 11, 2021 KMPO 1:30 p.m.

March 11, 2021 AHDKC 3:30 p.m.

March 30, 2021 WHD Regular Meeting 9:00 a.m.

Commissioner Comments

Cooper commented that he is proud to be a part of Worley Highway District and the work being done.

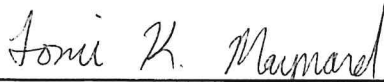
Executive Session

None.

Adjournment

Citing no further business, Miller MOVED to adjourn the meeting at 9:54 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:

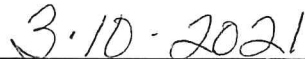


Tomi Maynard, Deputy Clerk

APPROVED BY:



Corinne Johnson, Chair



Date