

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
JANUARY 27, 2021
9:00 A.M.**

MINUTES

Chairman Corinne Johnson called the meeting to order at 9:00 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:

Mark Koth, Koth Road
Rick Witt, Koth Road
Ruedi Schule, Koth Road

Don Witt, Koth Road
Pam Hodaka, 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

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 December 30, 2020 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Public Hearing: Finnebott, Bennion, Sun Up Utility Hearing

Johnson opened the hearing at 9:03 a.m. There was no one present to provide testimony. Johnson closed the public hearing at 9:04 a.m.

Miller MOVED to affirm that the utility companies accommodate the project and relocate the utility facilities if required or as required during construction, for the Finnebott, Sun Up Bay, Bennion intersection project. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Old Business

Koth/Kioth Road

Rick Witt, Mark Koth, Don Witt, Pam Hodaka and Ruedi Schule are in attendance today to address this item. Howard provided the update from his staff report which is provided under WHD Misc. projects below. There was discussion about the specific location of both gates, as well as the arbitration process and survey status.

Miller MOVED to table any action until the District's board has an opportunity to speak with legal counsel. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

R. Witt, Koth, D. Witt, Hodaka and Schule exited at 9:26 a.m.

Wellers Black Rock Park, Public Right-of-Way

No updates.

The Club at Rock Creek, Loffs Bay Rd

Addressed under construction projects below.

Kidd Island Road Project

Addressed under construction projects below.

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.:

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.

Miller MOVED to approve and sign the Road Development Warranty Agreement. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Johnson signed the agreement.

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:

This proposed plat is adjacent to Elder Road. The review is complete, and the district's comments have been sent to Kootenai County Community Development. No additional information this month.

5. Fitting Estates, Minor Subdivision:

The Plat is expected to be before the board for signature today.

Miller MOVED to sign the plat for Fitting Estates. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Johnson signed the plat.

6. Shriner Subdivision, Minor Subdivision:

This subdivision is adjacent to Rockford Bay Road. The preliminary review is complete. Staff is waiting for a copy of the corrected plat as proposed for a final review. *The corrected plat was*

received after the staff report was written and has been reviewed. Howard indicated that he recommended signing the plat.

Miller MOVED to sign the plat for Shriner Subdivision. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Johnson signed the plat.

7. Barley Grains, Minor Subdivision

This subdivision is the first of 14 bundled within an area adjacent to Finnebott Road. Staff has yet to receive the review fee deposit that is required so the districts review can begin.

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. Storm water permitting requirements are still a consideration as the project has not been completed.

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 district is in receipt of the required documents from the contractor, i.e., insurance, etc. Contract documents are before the board for signature today. At this time, it is recommended to the board to set a date for a Public Hearing for utility moves on this project. This would be made in a motion setting the date for a “Utility Hearing for Finnebott, Sun Up Bay, Bennion Intersection Project.” No additional information this month.

6. Watson Bridge Project:

Dustin has contacted a few certified welders in the area to negotiate the welding needed for the project.

WHD Misc. Projects

1. Koth Road ROW Status:

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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. It should be moved 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.

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

iWorQ

Richel reported that a meeting to try and resolve issues with the owner of this entity was unsuccessful. Staff has requested all data be returned to the District. At this time that request has not been fulfilled.

2021 Mileage Rate

Richel reported that the IRS has set the mileage reimbursement rate at \$0.56 per mile for business use for 2021.

Miller MOVED to approve applying the IRS issued mileage reimbursement rate of \$.56 per mile for 2021. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY

Seal Coat Oil Bid

In past years, the District has taken advantage of an approach called bid "piggy backing" for seal coat oil. One of the other highway districts obtains a bid, and then our District requests the same price for seal coat oil. This year the Directors and Supervisors within AHDKC have decided to advertise one bid with the quantity all Districts will need for seal coating combined. Howard believes this will afford all 4 districts the best possible price.

Bills presented for approval

The District was forced to cancel the January 13th meeting because of power and internet outages due to a highly destructive windstorm that resulted in a State of Emergency Declaration by Kootenai County. Staff consulted each Board member separately at that time, and all indicated concern that not signing checks/paying bills would be harmful to the District. For this reason, Commissioner Miller signed all of the checks as he was the only commissioner able to make it to the District office.

Miller MOVED to ratify the decision to have Miller sign all checks on January 13th. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

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

Upcoming Meetings

Miller MOVED to move the February 10th meeting to 8:00 a.m. to accommodate the IAHD virtual training. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

February 10, 2021 WHD Regular Meeting 8:00 a.m.
February 10, 2021 IAHD Day at the Capitol Virtual Training 10:00 a.m.

Commissioner Comments

None.

Executive Session

None.

Legislative Workshop

Richel presented a slide show with information on several of the legislative bills that are currently being considered by legislators, and how they could impact the District.

Adjournment

Citing no further business, Miller MOVED to adjourn the meeting at 10:29 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