

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

**MINUTES**

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

Angela Comstock, JUB

*Some participants utilized Zoom to attend the meeting. Participants attending electronically who did not identify themselves will not be listed.*

**APPROVAL OF AGENDA**

Miller MOVED to approve the agenda as presented. Cooper 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, George Miller, and Phil Cooper each indicated no conflicts.

**APPROVAL OF MINUTES**

Miller MOVED to approve the minutes of the May 26, 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**

None.

**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.:  
JUB has been employed to perform the roadway construction inspections for Worley Highway District.
2. 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.
3. Section Twenty One Acres, Minor Subdivision:

Representatives for the developer are here today to request a waiver to the In Lieu of Construction Fee to be applied to Conkling Road. No additional information this month.

4. Axis Cove 1<sup>st</sup> Addition, Minor Subdivision:  
This proposed subdivision is accessed via Hull Loop. The district has completed its review and commented to Kootenai County Community Development.
5. Raynor Farms First Addition, Minor Subdivision:  
This proposed subdivision is adjacent to Hamaker Road. The district has completed its review and commented to Kootenai County Community Development. The Final Plat is before the board for signature today. All the district's concerns on the plat have been addressed and all financial obligations to the district have been met. Staff has no objection to the board approving for signature.

Cooper MOVED to sign the plat for Raynor Farms Estates First Addition. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Johnson signed the plat.

6. Ranch at Cougar Creek, Minor Subdivision:  
This proposed subdivision is adjacent to Clementson Road. The district has completed its review and commented to Kootenai County Community Development.
7. Farup Estates, Minor Subdivision:  
This proposed subdivision is access via Cottonwood Road. The district has completed its review and commented to Kootenai County Community Development.
8. Rocky Point Reserve, Minor Subdivision:  
This proposed subdivision is access via Loffs Bay Road. The district has completed its review and commented to Kootenai County Community Development.
9. Ferris Landing, Minor Subdivision:  
This proposed subdivision is access via Loffs Bay Road. The district has completed its review and commented to Kootenai County Community Development.
10. Williams Estates, Minor Subdivision:  
This proposed subdivision is adjacent to Weniger Hill Road. The district has completed its review and commented to Kootenai County Community Development.
11. Sobecki View Estates, Minor Subdivision:  
This proposed minor subdivision at the intersection of Rew Road and Frost Road has been withdrawn.

#### **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.

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2. Kidd Island Road Project: Status Report

Dustin and I met with Angela Comstock (JUB Engineers), Karissa Nelson (LHTAC Environmental Engineer), Wade Jerome (Restoration Biologist, US Forest Service) to discuss possible corrective measure to the stream bed after experiencing the first spring runoff.

Deputy Director Dustin Howe entered at 9:11 a.m.

3. Watson Road Slide:

Legal Counsel is working to obtain a "right to enter" on one parcel so that the project can be completed. Additionally, a separate parcel that will require some work to reach completion has sold. The district has reached out to the new owner to discuss what needs to be done there. No additional information this month.

4. Hull Loop Project:

I have had conversation with one of the property owners in which the district will need to acquire right-of-way. Staff will renew acquisition discussions with the owner next week.

5. Sun Up, Bennion, Finnebott Intersection Project:

This project is underway. The clearing and grubbing is complete. An area within Finnebott Road will be drilled and blasted this week. The project is running smoothly.

6. Watson Bridge Project:

The approach and abutment designs are complete. Staff and JUB found that the cost to weld together the district's used bridges is not cost effective given that it would exceed the cost of purchasing a new bridge.

7. Wellers Black Rock Park:

The property owner that wishes to build a Fire District approved driveway within the Wellers Black Rock Park Right-of-Way is still in discussion with Worley Fire District.

**WHD Misc. Projects**

1. Koth Road ROW Status:

This went before Judge Christensen having a ruling that he will not appoint an arbitrator for the case.

2. Validation of Road #20:

JUB has completed the survey of the portion East of the intersection of Sunny Slopes Road and Malone Road. In late summer or early fall the district will rough in the alignment to monument its existence.

3. AHDKC Fee Study

A workshop is scheduled for the end of this meeting to discuss options on these fees.

4. Request for Abandonment, HMillhorn Farms LLC

This petition was received but contained errors. Verdis is working on the corrections and will resubmit.

### **NEW BUSINESS**

1. CUP 20-0015 (Action Item)

Request for a conditional use permit was received by the District. This conditional use has limited impact on the ROW and was approved pending a new approach permit, which has been issued.

2. Infectious Disease Policy

The Board asked staff to modify the districts infectious disease policy to allow supervisory personnel to use their best judgement when necessary. Staff presented the recommended changes.

Miller MOVED to approve changes to the Infectious Disease policy as presented. Cooper SECONDED the motion. Johnson CONCURRED. 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 CONCURRED. The motion PASSED UNANIMOUSLY.

4. Upcoming Meetings:

WHD Regular Meeting June 29 at 9:00 am  
WHD Regular Meeting July 14 at 9:00 am

5. Commissioner Comments:

Cooper commented that he received a request from a resident for a Magnesium-Chloride application schedule to be published on the website. Unfortunately, this is not feasible. Magnesium-Chloride is applied to as many roads as can be reached daily during spraying, and the variables do not allow office staff to know in advance which roads will be sprayed.

### **EXECUTIVE SESSION**

Miller MOVED to enter into executive session to discuss 2 separate personnel matters in accordance with Idaho Code 74-206(1)(b) at 9:27 a.m. Deputy Clerk Maynard called the roll with the commissioners voting as follows: Commissioner Miller, aye; Commissioner Johnson, aye; Commissioner Cooper, aye. The motion PASSED UNANIMOUSLY.

Johnson reconvened the regular meeting at 9:44 am.

No motions were made coming out of executive session.

Johnson recessed the meeting for a break at 9:47 am.

Johnson reconvened the regular meeting at 9:55 am.

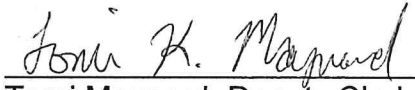
### **FEE WORKSHOP**

Richel presented a list of fees that the district charges, and detailed any changes that staff is recommending, based on current construction costs and wage rates. Discussion ensued.

### **ADJOURNMENT**

Citing no further business, Miller MOVED to adjourn the meeting at 10:38 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