

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
MARCH 13, 2019  
9:00 A.M.**

**MINUTES**

Chairman James Mangan called the meeting to order at 9:00 a.m. with Commissioner George Miller and Commissioner Corinne Johnson present. Also present were Supervisor Kevin Howard; Assistant Supervisor Dustin Howe; Crew Members Rick Gilbert, and Dwight Avery; Administrative Assistant Tomi Maynard; and:

Jay Hassell, JUB  
Susan Weeks, JV&W

Jeremy Russell, JUB  
Laila Kral, LHTAC

**APPROVAL OF AGENDA**

Mangan MOVED to approve the agenda as presented. Miller SECONDED the motion. The motion PASSED UNANIMOUSLY.

**CONFLICTS OF INTEREST ON AGENDA**

Chairman James Mangan asked if any Board member had a conflict of interest with any item on the agenda. James Mangan and George Miller indicated no conflicts.

**APPROVAL OF MINUTES**

Mangan MOVED to approve the minutes of the February 27, 2019 regular meeting. Miller SECONDED the motion. The motion PASSED UNANIMOUSLY.

**Road Scholar/Master Presentation**

**PUBLIC COMMENTS**

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. Hager Estates, Minor, Status Report, Loffs Bay Rd.:  
Susan Weeks has begun legal action to settle this matter. No additional information this month.
2. The Club at Rock Creek, Major Subdivision, Loffs Bay Rd.:  
The final walkthrough of Loffs Bay Road produced some minor concerns. Staff, with guidance from JUB, has been working with the developers engineer to make corrections. No additional information this month.
3. Russu Addition, Minor Subdivision, Vogel Road:  
Staff has not heard from Eli since he attended the district meeting on January 30, 2019. No additional information this month.
4. York Subdivision, Minor Subdivision, Clemetson Rd.:  
I have checked with Kootenai County and the status is "Pending Surveyor Review" as of July 6, 2018.
5. Ritz Ranch, Minor Subdivision, Loffs Bay Rd.:

I checked with Kootenai County as to the status of this subdivision and was told that it is “On Hold” in their office.

6. Lakeside Condominiums, modification, Four Echoes Rd.:

The district is waiting for the final plat (Mylar) to come before the board for signature.

7. Mica View Estates, Replat of Lots 1 & 2, Dower Rd.:

The Final Plat (Mylar) has been delivered and district’s signature requested. The change in the plat is to address access to US Highway 95. The only effect to the district is that this will reduce the anticipated traffic on Dower Road.

8. Lake Vista Estates, Minor Subdivision, Bennion Rd.:

The board’s site visit is pending the melting of the snow.

9. Timber Shores, Minor Subdivision, Woodland Shores Road:

The plat (Mylar) is before the board for signature. The district has received a letter from the owners requesting the board waive the Payment In Lieu of Construction Fee.

**WHD Construction Projects**

1. Rockford Bay Road/Loffs Bay Road (W) Intersection: Status Report

There has been no word back from the property owners that we have requested right-of-way from.

2. Kidd Island Road Project: Status Report

**Kidd Island Road**

- a. **Internal kickoff (JUB)** – Occurred 3/5/19 to discuss scope and to develop a schedule. There are a number of schedule unknowns (final creek realignment plan set development, weather limiting field survey work for both survey and environmental, environmental permitting) but JUB is planning to accomplish what we can in-house. A draft schedule was sent to LHTAC for review 3/11/19 and copied WHD for comment. Once confirmed, we will publish the final schedule to all.
- b. **ROW** – JUB will review the ROW acquisition documents completed by WHD and provide an update on outstanding items to be completed.
- c. **Utilities** – JUB will review and initiate contact with utilities again. We will review status of utility agreements and report back to WHD.
- d. **Environmental** – JUB is coordinating with the other consultants and the resource agencies. We are preparing for an Environmental Re-Evaluation as required before PS&E once the other consultants work is completed.
  - A Public Hearing at WHD will need scheduled – More info later.
- e. **PS&E** – Pending items above, but JUB will get as many updates done as possible to the plans. Items include converting base specifications and bid items from ITD 2012 to current edition (2019 will be published soon, but we may need to use 2018)

3. Finnebott, Bennion & Sun Up Intersections:

**Sun up Bay Road, Bennion Road, and Finnebott Road Intersection Project**

- a. **Right of Way** - Right of way acquisition complete.

- b. **Final Design** - JUB to finalize PS&E package and deliver to Supervisor Howard in April 2019.
- c. **Construction** – Project will be shelf-ready in April but waiting on funding to go to construction.

4. Watson Road Slide:

**Watson Road Landslide**

- a. **Environmental** - Environmental reevaluation underway. No new findings are anticipated, but we need to update the endangered species list since the last one is over a year old. The old report will be amended by a 1 page memo.
- b. **Right of Way** - Temporary construction easement documents are being prepared by JUB and will be provided to WHD by 3/15/19. Jeremy is following up with Attorney Weeks on the easement documents. Weeks noted that due to a death in the family more documentation is needed for legal signature.
- c. **Final Design** - Final signed and sealed plans will be delivered to WHD on April 17<sup>th</sup> for board authorization on April 24<sup>th</sup>.

5. Hull Loop Project:

**Hull Loop Roadway Realignment**

- o **Survey** – Complete
- o **Right of Way** – Existing R/W mapped; Title reports acquired
- o **Preliminary Design and Concept Layout** – Underway; Anticipated May 2019

6. Rockford Bay Road STP-Rural Funding Application:

**STP Rural** application for Rockford Bay ranked 10 out of 28 and has potential to be funded; the funding limits for the program have not been set yet. Once those are set, they will “draw the line” for funding and make notifications.

**WHD Misc. Projects**

1. 2018 LHSIP Grant – Delineators & Signage:

**LHSIP** rankings are not available yet.

2. Koth Road ROW Status:

The district’s attorney, Susan P. Weeks, is here today and wishes to discuss this and other litigation in executive session.

3. Validation of road #20:

The district’s attorney, Susan P. Weeks, is here today and wishes to discuss this and other litigation in executive session.

4. CIP Funding for 2019:

In your packet you will find a cash flow projection for the current district projects. Staff was directed to determine the likelihood of funding the Bennion Road and Finnebott Road intersection project. It is recommended that the district hold off until the Watson Road Slide Repair is complete and the grant reimbursements have been made to the district.

**New Business**

1. Ross Acres Mylar for Signature
2. Request to Purchase Snow Blower at Auction
3. Bills Presented for Approval, and Discussion of Finances:  
Miller MOVED that the bills be approved as presented on the A/P and Draw Payroll check registers. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.
4. Upcoming Meetings:  
KMPO March 14 1:30 PM  
WHD March 27 9:00 AM
5. Commissioner Comments:

**EXECUTIVE SESSION**

Citing Idaho Code 74-206 (1) (f) Chairman Mangan MOVED that the Board enter into executive session at 10:01 a.m. Maynard called the roll with the commissioners voting as follows: Commissioner Johnson, aye; Chairman Mangan, aye; Commissioner Miller, aye.

Mangan RECONVENED the REGULAR MEETING at 10:15AM

The purpose of the executive session was to discuss pending and current litigation with the District's attorney, Susan Weeks present. No motions were made coming out of executive session.

**ADJOURNMENT**

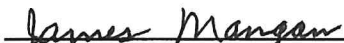
Mangan adjourned the meeting at 10:14 a.m.


RESPECTFULLY SUBMITTED BY:



\_\_\_\_\_  
Tomi Maynard, Administrative Assistant

APPROVED BY:

  
\_\_\_\_\_  
James Mangan, Chairman

  
\_\_\_\_\_  
Date