

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 27, 2019
9:00 A.M.**

MINUTES

Chairman James Mangan called the meeting to order at 9:03 a.m. with Commissioner Corinne Johnson and Commissioner George Miller present. Also present were Supervisor Kevin Howard, Assistant Supervisor Dustin Howe, and Administrative Assistant Tomi Maynard.

Approval of Agenda

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

Conflicts of Interest on the Agenda

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

Approval of Minutes

Miller MOVED to approve the minutes of the March 13, 2019 regular meeting. Johnson SECONDED the motion. Mangan CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Old Business

Finnebott Bennion & Sun Up Intersections

No update on this item at this time.

Koth/Kioth Road

No update on this item at this time.

Gate Request

Now that the snow is melting off, District Supervisor Howard and the Board will be making a site visit to assess the request related to this item.

Resolution 2019-01 Purchase Snow Blower at Auction

Mangan read the following resolution into the record:

**WORLEY HIGHWAY DISTRICT
RESOLUTION 2019-01**

**PURCHASE SNOW BLOWER AT AUCTION
BUDGETED FOR THE 2018-19 FISCAL YEAR**

WHEREAS, it is necessary to purchase certain equipment for the efficient operation of Worley Highway District, and

WHEREAS, Idaho Code 40-1309 gives the highway district the power to purchase personal property, and

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WHEREAS, Idaho Code 40-1310(10) gives the highway district the power to purchase equipment at public auction, and

WHEREAS, the board has found it can purchase a snow blower at a competitive price at auction, and

WHEREAS, Worley Highway District has \$25,000 for the purchase of a snow blower for the 2018-19 fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the district supervisor or his assignee is authorized to purchase a snow blower at auction that would fit the needs of the district not to exceed the budgeted amount for the 2018-19 fiscal year.

Chairman Mangan moved for the approval of Resolution 2019-01 Purchase Snow Blower at Auction. Maynard called the roll with the Commissioners voting as follows: Commissioner Johnson, aye; Chairman Mangan, aye; Commissioner Miller, aye.

New Business

Federally Funded Procurement Policy

New regulations require that the District implement a Policy for the handling of federal grant monies. A draft policy has been prepared, and the Board directed that this item be moved to the Agenda for the April 10 meeting, to allow time for the draft to be reviewed by staff and commissioners.

ON THE ROAD

The roads were plowed, sanded and anti-ice applied as needed throughout the month. Special attention was made to push back tall snow berms created during the drifting as well as preparing the roadsides for the melting snow and coming rain.

The district received the materials resulting from the sign grant. Some of the crew unloaded and stored the materials.

Load limits were posted throughout the district.

Education: Josh, Chris, Brandon and Chad attended a gravel road maintenance and design class. Rick and Dustin attended a SEEP (Stormwater and Erosion Education Program) class.

A joint safety meeting and orientation of timesheet changes was held on the 18th.

The crew began spring cleanup of winter traction sand by sweeping the paved roads.

The crew filled potholes in graveled roads where the conditions were the worst. This is a temporary measure to soften the impact of the potholes until the roads firm up enough to begin grading.

Vehicle and Equipment Repair

Unless otherwise noted; repairs and services were accomplished at the Mica Shop. (ST) Shop truck, (DS) Dealer Service, (W) Worley Shop, (S) Sun Up

Trucks

#100 – Repaired the bent auger boom.

#105 – Replaced a plow light.

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- #110 – Replaced engine belts and idlers.
- #150 – Tightened engine belts.
- #155 – Repaired the exhaust.
- #160 – Repaired after the roll-over accident. Replaced the alternator (W).
- #165 – Replaced the plow bit with new carbide bits.
- #175 – Replaced the fuel filter and governor. Repaired the plow harness and fuel tank mounts. (W)
- #180 – Installed carbide bits.
- #190 – Replaced the governor.
- #205 – Serviced for the season and replaced the output yoke and U-joint.
- #225 – Serviced for the season.
- #245 – Checked out for use this season.
- #260 – Serviced for the season and was taken to the dealer for an HVAC warranty.
- #265 – It was taken to the dealer for an HVAC warranty.
- #270 – Serviced for the season and was taken to the dealer for an HVAC warranty.
- #275 – Replaced a hydraulic hose.
- #290 – Drained the blower head gearbox and replaced the alternator and belts. (W)

Graders

- #340 – Tightened the alternator belts. (W)
- #335 – Serviced and replaced the oil cooler.

Tractors

- #595 – Replaced batteries and serviced.

Planned work for this coming Month

Winter Maintenance: plowing snow, sanding, de-icing, etc.
Roadside brush cutting as weather allows.

Bills presented for approval

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

Upcoming Meetings

WHD meeting April 10 9:00 AM

Kootenai County Commissioners Meeting 9:00 AM and 6:00 PM tomorrow, March 28

Commissioner Comments

None.

Executive Session

Citing Idaho Code 74-206 (1) (f) Chairman Mangan MOVED that the Board enter into executive session at 9:44 a.m. Maynard called the roll with the commissioners voting as follows: Commissioner Johnson, aye; Chairman Mangan, aye; Commissioner Miller, aye.

Mangan asked that Howard, Howe and Maynard remain for testimony.

Mangan reconvened the regular meeting at 10:16 a.m.

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The purpose of the executive session was to discuss information provided by the District's Attorney regarding offers and updates on current litigations. There were no motions made coming out of executive session.

Adjournment

Mangan adjourned the meeting at 10:17a.m.

RESPECTFULLY SUBMITTED BY:

Tomi Maynard
Tomi Maynard, Administrative Assistant

APPROVED BY:

James Mangan
James Mangan, Chairman

April 10, 2019
Date