

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 30, 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, District Clerk/Treasurer Carol Richel, Deputy Clerk Tomi Maynard; and:

Pam Hodaka, Koth Road
Landen Butterfield, Verdis
Amy Manning, III-A

Sandy Young, Verdis
Dan Taylor, Ridgeview Development

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 March 10, 2021 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Priority Items for Attendees

Dan Taylor – Real Estate Sign Request

Dan is here to represent Ridgeview Development. He would like to request 3 permits for modest directional signage on Kidd Island Rd at the intersections of Putnam Road, Valhalla Road, and Hull Loop Road.

Miller MOVED to allow Ridgeview to place directional signs at these intersections for a period of 3 years, or until all of the parcels in question sell. Cooper SECONDED the motion, Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Request for abandonment, HMillhorn Farms LLC

Sandy Young is here to represent HMillhorn Farms LLC. They are requesting abandonment of a ROW (Viewers report 417) located within a parcel being developed. There is a road servicing all of the parcels that would be impacted by any abandonment. Howard recommends seeing the request through the standard abandonment process.

Cooper MOVED to allow an application for abandonment. Miller SECONDED the motion. Johnson CONCURRED. Motion PASSED UNANIMOUSLY.

Taylor and Young exited at 9:09 a.m.

Koth/Kioth Road

Howard, Cooper and Assistant Supervisor Dustin Howe met with property owners on location last week to discuss the possibility of writing permits to allow property owners beyond the gates that are in place to access their parcels. Susan Weeks has informed Howard that there are court proceedings scheduled in April to revisit this situation. She recommends not writing any permits until these proceedings take place.

Hodaka exited at 9:16 a.m.

III-A Annual Report

Amy Manning is here via zoom to present a report on the standing of the III-A trust. She presented financial wellness data, as well as new enrollment data and summaries of some new programs and changes to benefits that took place in 2020.

Manning disconnected at 9:42 a.m.

Old Business

Koth/Kioth Road

Addressed previously in the meeting.

Wellers Black Rock Park, Public Right-of-Way

No updates at this time.

The Club at Rock Creek, Loffs Bay Rd

All of the bonding is in place and signatures have been received. This item will be removed from the agenda.

Kidd Island Road Project

There is a kickoff meeting for the spring work on this project Thursday April 1 at 2:00 p.m.

iWorQ

Staff is still waiting for data from iWorQ.

Kootenai County All Hazard Mitigation Plan Update

At the March 10th meeting the Board moved to approve the updated Kootenai County All Hazard Mitigation Plan. At this time staff requests that the board approve a formal resolution to that effect. The following resolution was put on record:

RESOLUTION NO. 2021-01

**A RESOLUTION OF THE WORLEY HIGHWAY DISTRICT
AUTHORIZING THE ADOPTION OF THE
KOOTENAI COUNTY**

MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION PLAN UPDATE

WHEREAS, all of Kootenai County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, a coalition of Kootenai County, Cities, Towns and Special Purpose Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the Kootenai County planning area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the WORLEY HIGHWAY DISTRICT:

- 1.) Adopts in its entirety, Volume I and the introduction, chapter 33 of the Highway District's jurisdictional annex, and the appendices of Volume II of the Kootenai County Multi-Jurisdictional All-Hazard Mitigation Plan Update (HMP).
- 2.) Will use the adopted and approved portions of the HMP to guide pre- and post-disaster mitigation of the hazards identified.
- 3.) Will coordinate the strategies identified in the HMP with other planning programs and mechanisms under its jurisdictional authority.
- 4.) Will continue its support of the Steering Committee and continue to participate in the Planning Partnership as described by the HMP.
- 5.) Will help to promote and support the mitigation successes of all HMP Planning Partners.

Miller MOVED to approve Resolution 2021-01. Cooper SECONDED the motion. Johnson CONCURRED. Maynard called the roll with the commissioners voting as follows: Commissioner Miller, aye; Commissioner Johnson, aye; Commissioner Cooper, aye. The motion PASSED UNANIMOUSLY.

Sunny Slopes Road – Road #20 Survey

JUB has established control points and will finalize the survey this week, complete with staking.

Staff Title Changes

At the March 10th meeting the board considered the idea of changing Supervisory staff titles to match the other District's within the AHDKC. The board directed Howard to check with Susan Weeks to find out if there would be any negative legal ramifications. Weeks indicated to Howard that she saw no negatives and would recommend making the change.

Miller MOVED to change Howard's title to Director of Highways, and Howe's to Deputy Director of Highways with no change in salary, effective immediately. Cooper SECONDED the MOTION. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

New Business **III-A Annual Report**

Addressed previously in the meeting.

AHDKC Fee Study

The consultant who performed this study is recommending that some of the AHDKC's fees should be raised and is also recommending that impact fees be considered. Staff is concerned about the idea of implementing impact fees. These fees automatically carry an 8-year expiration date. If the fees are not used to offset growth impacts within that time frame, the fund have to be returned to the original payee. In past experience, locating someone 8 years after a fee has been paid can be very laborious. Howard informed the Board that this item will be discussed at the next AHDKC meeting in May, in hopes of coming to an agreement.

Dan Taylor, Real Estate Signs

Addressed previously in the meeting.

PubWorks

GIS Clerk April Gearhardt entered at 10:12 a.m. She presented a report detailing some of the benefits of PubWorks software as a replacement for the program that was being used previously and is no longer available. Staff feels that this is the best option for the district at this time.

Cooper MOVED to approve the purchase of PubWorks software. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Gearhardt exited at 10:30 a.m.

Request for abandonment, HMillhorn Farms LLC

Addressed previously in the meeting.

ON THE ROAD

All the district's graveled roads have had gravel added and the spring grading done this month.

The crew swept winter sanding material from most of the paved roads.

The crew plowed snow and applied anti-icing material as needed. No sand was applied because the district had already swept the roads. Anti-ice was used more broadly across the district in place of the sand.

The crew cleared brush and trees from rights-of-way on Rockford Bay, Loffs Bay, Watson, and Presley Roads. A manlift was rented so that the trees that were to remain could be limbed up high.

A few more trees had fallen on the roads this month. The crew opened the affected roads and cleaned them up as quickly as possible.

IN THE SHOPS

- The Street Brooms were checked, prepped, and serviced for use.
- The chip spreader, #805, has received extensive maintenance to prepare it for the upcoming season.
- Some the trucks were converted back to their summer functions, i.e. sander bodies removed, tanks, boxes or fifth-wheel plates installed.
- The snow wings were removed from the road graders.

Planned work for this coming Month

- Graveling and grading of unpaved roadways.
- Application of Magnesium Chloride.
- Assess pavement markings.

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

April 14, 2021 WHD Regular Meeting 9:00 a.m.
April 27, 2021 KCATT 8:00 a.m.
May 13, 2021 AHDKC 3:30 p.m.

Commissioner Comments

None.

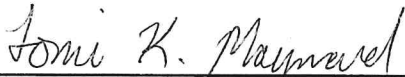
Executive Session

None.

Adjournment


Citing no further business, Miller MOVED to adjourn the meeting at 10:37 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

4.14.2021

Date