

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING  
MAY 26, 2021  
9:00 A.M.**

**MINUTES**

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

Ken Butcher, Kidd Island

*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**

Johnson MOVED to approve the agenda as presented. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

**Conflicts of Interest on the Agenda**

Chairman George Miller 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**

Cooper MOVED to approve the minutes of the May 12, 2021 regular meeting. Johnson SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

**Public Comments**

None.

**Priority Items for Attendees**

**Ken Butcher, Stringham Road farm lease request**

Howard reviewed Butcher's proposal. After strong consideration he cannot recommend that the District assist financially with the improvements proposed as the improvements are specific to Butcher's needs and would not benefit the District after Butcher vacates, aside from a portion of the fence, which the District could potentially reimburse Butcher for when the land is returned to District control. After further consideration Howard suggested that the Board counter offer the land to Butcher for agricultural use, with a "per acre" pricing model. There was considerable discussion about the pros and cons of different options. Cooper suggested the Board make a motion now to offer the land on terms the Board deems acceptable, and Butcher can accept or decline when he has had time to weigh the options.

Cooper MOVED to offer the ground at Stringham to Ken Butcher for \$20.00 per acre for agricultural use. If accepted this will be effective for 7 years, with annual renewal options each year thereafter. However, if circumstances change the District reserves the right to reclaim portions of the land at any time for crushing purposes. Johnson SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

Butcher exited at 9:31 a.m.

**Old Business**

**Koth/Kioth Road**

There is a hearing regarding this case tomorrow, May 27<sup>th</sup> in the afternoon.

**Wellers Black Rock Park, Public Right-of-Way**

No updates at this time.

**Kidd Island Road Project**

The paving on this project is anticipated to be completed today. Vegetation and utility issues are still being worked through.

**iWorQ**

No update on this item.

**Sunny Slopes Road – Road #20 Survey**

The stakes are in place. The crew will not start on roughing in a road until fall.

**AHDKC Fee Study**

All of the fees that the District charges were decided years ago and have not kept up with inflation. Richel provided a report outlining the changes staff feels are appropriate and confirmed that a public hearing will need to be held if the Board wishes to move forward. If passed, these fees will also keep almost all fees uniform amongst the 4 Associated Districts.

Johnson MOVED to hold a public hearing to update the District's fee schedule, with proposed increases advertised as presented in Richel's report. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

**Request for Abandonment, HMillhorn Farms LLC**

No update on this item.

**Roger Rasmussen, Solitaire Road cost share paving request**

Howard shared with the board approximate costs for providing man power and equipment to pave Solitaire Road. Johnson commented that this sounds like a very good deal for the District.

Miller MOVED that the District accept the Solitaire Road cost share paving proposal, with the residents paying for materials and the District providing manpower and equipment. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Ken Butcher, Stringham Road farm lease request**

Addressed previously in the meeting.

**Board discussion on continuing Zoom meetings**

Johnson MOVED to remove this item from the agenda. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

**New Business**

**Vacation/Abandonment Petition**

Richel has prepared a form for the District to use when someone requests a vacation or abandonment of public right-of-way. This will make it easier for staff to ensure that all information pertinent to the request is provided up front, making the whole process smoother. Johnson commented that it seems like a good idea.

Johnson MOVED to implement the use of the form presented by Richel. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

**Covid Sick Leave Policy**

The Covid leave policy that the Board had previously approved expired on March 31. Staff requests direction from the Board how they would like to move forward. There was extensive discussion on how to best protect both the District and Staff.

Johnson MOVED to table this item until the meeting June 9<sup>th</sup>. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

**Speed Limit Sign, Rew Road**

Howard is requesting the Boards permission to add a speed sign on Rew Road near Elder Road, based on complaints from local residents concerned about speeding.

Johnson MOVED to direct staff to add a speed limit sign on Rew Road. Cooper SECONDED the motion. Miller CONCURRED. The motion PASSED UNANIMOUSLY.

**Clerk's Report to the Board** By Carol Richel

**Current work**

Tomi has been working on setting up a form of the district's road development agreement in our Access database to automate the process.

Amending current year budget.

Continue working with FEMA funding for the January 2021 Windstorm.

Proceed with setting up the new PubWorks software.

Tracking the application of the Hot Mix/Patching for the 2021 season.

Cleaning in the vault of old records.

The election was held May 18. The winner was Corinne Johnson. She will serve another 4-year term commencing on July 1, 2021.

**Work Progress Report** By Kevin Howard

**ON THE ROAD**

Magnesium-Chloride application was completed this month. The application process has been sped up considerably with the addition of the repurposed Mack water truck as an applicator. In years past, the district worked diligently to keep up with the railcar loads of mag coming in. This year the opposite is true. The crew is "filling in" by moving forward with other projects as they wait for additional mag.

Roadside weed spraying was accomplished this month. The district continues to do its due diligence to assist in eradicating the weeds deemed as noxious by the Kootenai County Noxious Weed Board.

The crew is nearly done with the repair to the shoulder on Miller Road.

The crew washed the surface, cleaned culverts and ditches on Double Tree Lane. While they were there, they removed a temporary access approach due to the expiration of the permit. A few other roads in the district were washed as well.

Materials have been purchased and stockpiled at the Sun-Up Yard for the Watson Bridge replacement project.

Four crewmen attended class to work toward the completion of their Road Masters certificate. They were Josh, Brandon, Chad, and Chris.

A windstorm downed a couple trees last Saturday, May 22<sup>nd</sup>. Some crewmen were called to clear the roads.

**IN THE SHOPS**

- Truck #215 - Worked on Water Pump.
- Pickup #40 – replaced front brakes.
- Truck #265 – Clutch adjustment.
- Truck #210 – straightened the front bumper.

**Planned work for this coming Month**

- Hot Mix Asphalt patching.
- Gather materials to prepare for Watson Bridge replacement.
- Preparations for chip seal season.

**Bills presented for approval**

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

**Upcoming Meetings**

June 9, 2021 9:00 a.m. WHD Regular Meeting  
June 10, 2021 1:30 p.m. KMPO  
June 22, 2021 8:00 a.m. KCATT  
June 29, 2021 9:00 a.m. WHD Regular Meeting

**Commissioner Comments**

Miller and Cooper congratulated Johnson on her re-election.

**Executive Session**

None.

**Adjournment**

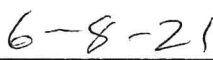
Citing no further business, Miller MOVED to adjourn the meeting at 10:41 a.m. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:

  
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Tomi Maynard, Deputy Clerk

APPROVED BY:

  
\_\_\_\_\_  
George Miller, Chair

  
\_\_\_\_\_  
Date