

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
May 8, 2024
9:00 A.M.**

MINUTES

Commissioner Phil Cooper called the meeting to order at 9 a.m. with Commissioner George Miller present and Commissioner Corinne Johnson present. Also, present were Director of Highways Kevin Howard, Deputy Director, Dustin Howe, Clerk Charyl Ragan and Deputy Clerk Jennifer Weeks.
Jay Hassel, JUB

APPROVAL OF AGENDA

Miller moved to approve the agenda; Johnson seconded. Cooper concurred. The motion passed unanimously.

CONFLICTS OF INTEREST ON AGENDA

Phil Cooper, Corinne Johnson, and George Miller each indicated no conflicts of interest with any item on the agenda.

APPROVAL OF MINUTES

Miller moved to approve the minutes of the April 24, 2024 meeting; Johnson seconded. Cooper concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

none

OLD BUSINESS

Kootenai County Community Development

Misty Vale MIN 21-0098, minor subdivision:

Miller moved to sign the mylars. Johnson seconded. Cooper concurred. The motion passed unanimously.

Farup Estates MIN 20-0099, minor subdivision

This minor subdivision has become active again. I have been in discussion with the owners, and it is their intent to bring the Final Plat to fruition this year. No additional information this month.

CDA National Reserve, Major Subdivision:

Road work has begun and JUB's Jacob Clark is performing the construction inspections for Worley Highway District. No additional information this month.

WHD Construction Projects

Rockford Box Culvert:

Staff entered into an agreement with JUB to proceed with the right-of-way/easement documents and will determine bid document delivery schedule. Staff will be drafting an offer letter to present to the adjacent property owner(s). No additional information this month.

Transportation plan:

The transportation plan was approved on April 24, 2024. Four copies have been delivered to the district. This project is now complete.

Rockford Bay Road/Loffs Bay Road (W) Intersection:

Susan Weeks and Kimberly Merritt are working hand in hand to complete the right-of-way acquisition within a two-week period.

JUB has completed the review of the submitted bid documents that were publicly opened on April 30, 2024 and as such, staff has a recommendation for award of bid for this project. Miller moved to award the bid to Selland Construction. Johnson seconded. Cooper concurred. The motion passed unanimously.
Jennifer called roll, Johnson aye, Miller aye, Cooper aye.

Greensferry Guardrail, Key No. 23285:

JUB has reported that the environmental clearance documents are near completion and final design is expected to be completed around the end of May.

Loffs Bay Road Participation Project (Cost Share Paving):

The project is complete less the paving. The project will be regraded, checked for readiness to pave, then paved next summer. No additional information this month.

Kidd Island Road (Phase II):

On April 3rd I spoke with one of the landowners and found that he had just sent an email to the district's attorney with a couple requests for changes to the acquisition documents. No additional information this month.

Cougar Gulch Road:

The contractor has contacted Laura Winter, (Ruen-Yeager), and is starting to plan for the construction.

Laura has submitted the Joint Application Permit for the project and has contacted Ziplly Fiber to work through the communications line move. She will meet with Wyatt (ZiPLY) later today.

ZiPLY Fiber will be laying down a temporary line out of the way of construction. They will coordinate with the contractor. No additional information this month.

WHD Misc. Projects

Koth Road ROW Status:

Attorney Susan Weeks informed the Director that the judges have yet to decide who was going to hear the case.

CDA Tribe, Lake Creek Project:

WHD staff and JUB will be having a planning meeting with the Coeur d'Alene Tribal Fisheries this afternoon.

Clemetson Rd-cost share project

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Information on cost was provided to the landowners by Worley Highway District staff, we have received no response at this time.

NEW BUSINESS

1. **LHTAC Road Scholar Awards were presented to Randy Long, Timothy Lucht and Todd Caldwell by Jayme Counce on 5/7/2024.**

2. **Accounts Payable**

Miller moved that the bills be approved as presented on the A/P register. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

3. **Upcoming Meetings:**

May 9, 2024 KMPO 1:30 pm

May 29, 2024 WHD Board meeting 9 am

June 12, 2024 WHD Board Meeting 9 am

4. **Commissioner Comments:**

Phil Cooper mentioned that he received a text from a resident telling him that gravel had been spilled along Cougar Gulch road and how great it was that the Highway District crew got out there right away to clean it up.

Phil Cooper mentioned he had been at a community event and was talking to a fellow resident that mentioned how important he thinks it is that political groups research who they vet for Highway District Commissioners, as he feels that the position is so important to the community due to the roads being an integral part of everyone's daily life.

Miller moved to go into Executive session for Right-of-way acquisitions, Idaho code 74-206 (1) (c) at 9:32 am. Johnson seconded. Cooper concurred. The motion passed unanimously. Jennifer called roll, Johnson, aye, Miller, aye, Cooper aye.

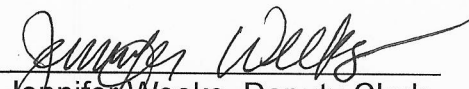
The regular meeting resumed at 9:39 am.

No motions were made from discussion in Executive Session.

ADJOURNMENT

Citing no further business, Miller moved to adjourn the meeting at 9:40 a.m. Johnson seconded the motion. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:



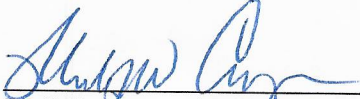
Jennifer Weeks, Deputy Clerk

APPROVED BY:

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Phil Cooper, Chair

5/29/2024
Date

**Worley Highway District
Rockford Bay Road & Loffs Bay Road Intersection**

Notice of Award

Date of Issuance: 5/8/24

Owner: Worley Highway District

Owner's Project No.:

Engineer: J-U-B ENGINEERS, Inc.

Engineer's Project No.: 07-21-073

Project: Rockford Bay Road & Loffs Bay Road
Intersection

Contract Name: Rockford Bay Road & Loffs Bay Road
Intersection

Bidder: Selland Construction, Inc.

Bidder's Address: 1285 S. Wenatchee Avenue,
Wenatchee, WA 98801

You are notified that Owner has accepted your Bid dated April 30, 2024 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Rockford Bay Road & Loffs Bay Road Intersection

Reconstruct portions of Rockford Bay and Loffs Bay Roads to realign their intersection in a "T" configuration. Project includes demolition, excavation and embankment, paving, drainage improvements, temporary and permanent erosion control, traffic control, guardrails, signs, and pavement markings. Coordination with Tribal Employment Rights Office is required.

The Contract Price of the awarded Contract is Seven-Hundred Fifty-Eight Thousand, Ninety-Five Dollars and Sixty-Two Cents \$758,095.62. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

2 unexecuted counterparts of the Agreement accompany this Notice of Award, and one electronic copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 2 counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): **None**.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: _____
Worley Highway District
By (signature): _____
Name (printed): Phillip W. Cooper
Title: Commissioner

Copy: Engineer