

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 27, 2021
9:00 A.M.**

MINUTES

Commissioner Corinne Johnson called the meeting to order at 9:01 a.m. with Commissioner George Miller and Commissioner Phil Cooper present. Also present were Director Kevin Howard, District Clerk/Treasurer Carol Richel, Deputy Director Dustin Howe, and Deputy Clerk Tomi Maynard.

Approval of Agenda

Cooper MOVED to amend the agenda to include discussion on the terms of a previously budgeted Equipment Purchase to allow staff to meet the deadline of returning an agreement due by November 6, 2021. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Conflicts of Interest on the Agenda

Johnson asked if any board member had a conflict of interest with any item on the agenda. Corinne Johnson, Phil Cooper, and George Miller each indicated no conflicts.

Approval of Minutes

Miller MOVED to approve the minutes of the October 13, 2021 regular meeting. Cooper SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Public Comments and Guest Introduction

None.

Priority Items for Attendees

None.

Old Business

Koth/Kioth Road

No updates at this time.

Kidd Island Road Project

JUB is working toward closing out this project with Knife River, reaching an agreement through LHTAC for monitoring the stream bed realignment and rehabilitation for five years and still working with some utilities to have permanent utility placement completed.

iWorQ

Staff has communicated the timeframe necessary for obtaining the Districts data. No word has been received in return.

New Business

Equipment Purchase

The Board budgeted to purchase a new road grader over a term of 3 years. The Sourcewell proposal staff received offers a 7-year term with lower annual payments than budgeted but a balloon payment at the end of the term. This option also comes with a full warranty, including regular maintenance, for the duration of the term. Staff would like direction from the Board on which terms to commit to.

Cooper MOVED to purchase this piece of equipment for \$354,295.23 and have it paid off within 3 years. Miller SECONDED the motion. Johnson CONCURRED. The motion PASSED UNANIMOUSLY.

Clerk's Report to the Board By Carol Richel

Current work

Tomi worked with Pubworks to import old timesheet data into their software.
Continue tracking of all the costs for the Watson Bridge project.

Planned work

Close the books for 2021 and prepare for the audit.
Prepare Road & Street Report.
Christmas potluck.

Work Progress Report By Kevin Howard

ON THE ROAD

The Watson Road Bridge project has been completed. Watson Road in the general area remained closed while the slide project was completed by BSC Corp.

Many of the graveled roads have received additional gravel. The crew has graded these roads and several others. The crew will continue to grade the graveled roads until all have been done or winter weather brings the grading to an end.

Some of the paved roads received hot mix asphalt patches and leveling courses as regular maintenance. It is customary to target paved roads that are to be sealed the following year.

The district received a call from Kootenai County Sheriffs dispatch regarding a fallen tree across Meadowbrook Loop. Dustin responded to this call and removed the tree.

The crew finished the yellow centerline painting for the year.

The crew replaced several culverts in areas of known water conveyance issues noted from last spring's water runoff.

Dustin, Ed and I went to Federal Surplus in Caldwell, Idaho to pick up the recently purchased Caterpillar D7F dozer.

IN THE SHOPS

- Winter road maintenance vehicles and equipment are being readied for the season.
- Pickup #90 is getting the transmission replaced.

Planned work for this coming Month

- Grading of graveled roads.
- Brush cutting along roadways that are being encroached by woody vegetation.
- Ditch cleaning and water conveyance.

Accounts payable and payroll check registers 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

November 10, 2021 WHD Regular Meeting
November 18, 2021 KMPO
November 24, 2021 WHD Regular Meeting

Executive Session

None.

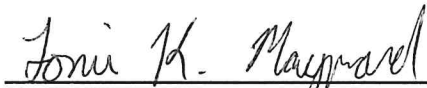
Commissioner Comments

None.

Adjournment

Citing no further business, Miller MOVED to adjourn the meeting at 9:41 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

11.10.2021

Date