

**WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 30, 2019
9:00 A.M.**

MINUTES

Chair Corinne Johnson called the meeting to order at 9:02 a.m. with Commissioner George Miller present, and Commissioner Phil Cooper absent. Also present were Supervisor Kevin Howard, Assistant Supervisor Dustin Howe, District Clerk/Treasurer Carol Richel, Deputy Clerk Tomi Maynard and:

Jay Hassell, JUB

Angela Comstock, JUB

Approval of Agenda

Miller MOVED to approve the agenda as presented. Johnson SECONDED the motion. 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. Commissioners Corinne Johnson, and George Miller both indicated no conflicts.

Approval of Minutes

Miller MOVED to approve the minutes of the October 9, 2019 regular meeting. Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY.

Public Comments

None.

Old Business

Koth/Kioth Road

No updates on this item.

Wellers Black Rock Park, Public Right-of-Way

The retaining wall that the property owner wants to put in would lie on private property. Because a great portion of the ROW will be supported by this retaining wall, Howard informed the engineer that the district will either need documentation from the engineer guaranteeing that the construction has been sufficiently engineered to support the retaining wall, or it has to be placed in the ROW to allow the District the ability to maintain it as necessary.

New Business

Public Service Announcements

In partnership with AHDKC, the district has helped fund Public Service Announcements for several years now. The cost for this season's campaign is \$7,235. WHD's share being \$1808.75.

Miller MOVED to approve the winter public service announcements campaign. Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY.

Salisbury Litigation

The current owner of the parcel has begun litigation, in an attempt to clear up the title and make the parcel more usable. Information has been forwarded to ICRMP and Susan Weeks.

Arvistis McKinnie, Watson Road, request for compensation

No updates on this item.

Watson Road

The roadway prism is completely backfilled, and the uphill backfill is currently happening. Before the project goes much further, the repair work will need to be completed on the Watson property drain field. Coordination on that is being handled by Susan Weeks. There was also an infiltrator damaged that was not permitted by the district, but was permitted by Panhandle Health District, on the WATTERS property. The District is still waiting for final word on how that will be remedied. A change order and pay request will be forthcoming in the next few weeks.

Watson Road Bridge Repair

Idaho Transportation Department conducts bridge inspections on all bridges spanning more than 20 feet, every two years. The most recent inspection determined that the entire Watson Road Bridge structure needs to be replaced. Their estimate for that work came in at nearly \$500,000. This is completely removing the existing wood structure, and replacing it with a new wood structure. At this point District staff and JUB would like to conduct surveying, hydraulics studies and topographical work to determine what options exist to permanently remedy both the failing bridge issue, and the recurring damage done by water flowing over the roadway during spring runoff. This would require a professional services agreement be signed, officially engaging JUB to move forward.

Miller MOVED to approve the professional services agreement, to allow JUB to begin work. Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY.

Ordinance 2019-01 Access Management

No updates on this item.

Access Idaho, Credit Card Processing

No updates on this item.

Work Progress Report

ON THE ROAD by Supervisor Kevin Howard

Culvert repair and replacement as well as roadside drainage work have been a primary focus this month. The largest project was on Senkler Road where two culverts, each having a diameter of five feet, were replaced.

The majority of the gravel roads were graded.

A “Thank You” luncheon was provided to the crew by Plummer-Gateway Highway District for the assistance with their roads. This was much appreciated as PGHD has certainly reciprocated in the offering of assistance to WHD.

The crew continues to work on the placement of signs that the district received through the sign grant. Assistant Supervisor Howe has been in contact with the Local Highway Technical Assistance Counsel (LHTAC) to insure compliance with the grant. The sign replacement data (type and location) is being added to the iWorq program so that it can be tracked for reporting and maintenance purposes.

Crewmen have been sent to classes offered through the T2 training program. The three most recent were Pavement maintenance 1 & 2, Speed Limit and Speed Zones as well as advanced motor grader operations.

The district's new Ford 2-ton truck has been taken to Boise for the installation of new anti-icing equipment.

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

Pickups

- #40 – Service and new tires installed.
- #50 – New tires installed.
- #80 – New tires installed.
- #85 – New tires installed.

Trucks

- #105 – Serviced and checked out for winter use.
- #125 – Completed construction of the stainless steel flatbed.
- #150 – Repaired the snowplow.
- #160 – Replace the steering box, serviced and checked out for winter use.
- #165 – Built a new tailgate, serviced and checked out for winter use.
- #170 – Serviced and checked out for winter use.
- #185 – Serviced and checked out for winter use.
- #210 – Engine work, replaced push tubes and adjusted the valves.
- #255 – Serviced and mounted the sander body.

Trailers

- #600 – Replaced the tongue jack.
- #610 – Replaced the tongue jack.

Planned work for this coming Month

- Winter Maintenance.

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. The motion PASSED UNANIMOUSLY.

Upcoming Meetings

WHD Regular Meeting November 13, 2019 9:00 a.m.

Commissioner Comments

Johnson requested that staff send a card on behalf of the District, to Commissioner Phil Cooper to acknowledge the passing of his mother.

Johnson called a recess at 9:54 a.m.

Johnson reconvened the regular meeting at 10:00 a.m.

Executive Session

Citing Idaho Code 74-206(b) Chairman Johnson MOVED that the Board enter into executive session to discuss a personnel matter at 10:01 a.m. Maynard called the roll with the commissioners voting as

follows: Chairman Johnson, aye; Commissioner Miller, aye. April Gearhardt, GIS Tech was called in for testimony.

Johnson reconvened the regular meeting at 10:32 a.m.

No motions were made coming out of executive session.

Adjournment

Citing no further business, Miller MOVED to adjourn the meeting at 10:33 a.m. Johnson SECONDED the motion. The motion PASSED UNANIMOUSLY. Meeting adjourned.

RESPECTFULLY SUBMITTED BY:




Tomi Maynard, Deputy Clerk

APPROVED BY:



Corinne Johnson, Chair



Date