

# NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

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## NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING May 9<sup>th</sup>, 2019

**LOCATION:** Nampa Highway District Office      **TIME:** 8:00 a.m.  
Main Conference Room  
4507 12<sup>th</sup> Avenue Road  
Nampa, ID 83686

- **CALL MEETING TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ADMINISTRATIVE ACTION ITEMS:**
  - Regular Meeting Minutes from April 30<sup>th</sup>, 2019
  - Review and Approve Agenda including Amendments
  - Accounts Payable Review through May 9<sup>th</sup>, 2019

**8:15 A.M.** – City of Nampa

**9:00 A.M.** – **ACTION ITEM:** Compass Benefit Advisors Winston Goss and Melinda McDaniels Insurance renewal rates

**9:30 A.M.** **ACTION ITEM:** Kandis Ward -Application to vary setback for a new residence on Locust Lane

**10:00 A.M.** – **ACTION ITEM:** Bid Opening for Happy Valley & Airport Signal Project and authorization to award contract

- **ENGINEER'S REPORT**
- **NEW BUSINESS**
- **DIRECTOR'S REPORT**
- **UNFINISHED BUSINESS**
  - **ACTION ITEM:** Consideration of letter of support for Western Alliance for Economic Development
  - **ACTION ITEM:** Executive Session I.C. 74-206(1)(b) discussion regarding salary adjustments
- **PUBLIC DISCUSSION**
- **ACTION ITEM: EXECUTIVE SESSION** – I.C. 74-206 (1) (a), (b), (c), (d), (e), (f), or (i)
- **LEGAL COUNSEL REPORT**
- **ACTION ITEM: ADJOURNMENT**

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PAIGE RHOADES  
DISTRICT CLERK

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DATE & TIME POSTED

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4507 12<sup>th</sup> Avenue Road, Nampa, ID 83686



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Phone (208) 467-6576 Fax (208) 467-9916

## **NAMPA HIGHWAY DISTRICT NO. 1 REGULAR MEETING**

**PRESENT:** Commissioners, Dick Smith, Randy Noble & Bryce Millar; Director Devin Muchow; Engineer Eric Shannon; Attorney David Wynkoop, District Clerk Paige Rhoades; Right-of-Way Agent Eddy Thiel  
**GUEST:** Don Barr, City of Nampa; Winston Goss & Melinda McDaniel, Compass Benefit Advisors; Kandis Ward; Mark Young

Chairman Dick Smith called the meeting to order at 8:00 a.m. and all present said the Pledge of Allegiance.

Commissioner Millar made a MOTION to approve the Regular Meeting minutes from April 30<sup>th</sup>, 2019 and Commissioner Noble SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to approve the agenda as posted. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to approve Accounts Payable through May 9<sup>th</sup>, 2019. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Don Barr, with the City of Nampa, advised the Board that crews have been painting and finishing up the pothole patch list for the year. He advised that the temporary workers and staff have been crack sealing the zone “d” area. Crews are also preparing for chip seal to begin in June. Mr. Barr advised that Greenhurst has reopened and they will do the walk through for the project next week. Once school goes into summer break, they will start work on the 2<sup>nd</sup> portion of Greenhurst on the other side of 12<sup>th</sup> Avenue. He also advised the Board that City Council approved a 4-way stop at Southside Blvd and Locust Lane due to the accident history.

ROW Agent Eddy Thiel and Director Devin Muchow had a discussion with the Board regarding the procedures on how the Board would like to handle contractors who do not follow NHD standards. Staff will give the City some time to complete the current project as they agreed upon and if that doesn't take place Staff will advise the City that they will have to go before the Board for permission to do any work in NHD jurisdiction.

Engineer Eric Shannon began his work report.

For the Robinson & Amity Roundabout project, Engineer Shannon advised the Board that the trolley sculpture shall be delivered to NHD yard on May 20<sup>th</sup>, 2019. On May 21<sup>st</sup>, 2019 the lettering will be installed on the trolley and on May 28<sup>th</sup>, 2019 a crane has been rented to install the trolley into the center island of the roundabout.

For the 11<sup>th</sup> Ave and Ustick Rd Roundabout, on April 17<sup>th</sup>, 2019, the CHD #4 Board advised Engineer Shannon that they might be able to help with the Right-of-Way costs for this upcoming

roundabout. Engineer Shannon advised the Board that this morning, May 9<sup>th</sup>, 2019, he received an email from Tim Richard from CHD#4, Mr. Richard advised Engineer Shannon that the CHD Board meets on May 15<sup>th</sup>, 2019 and he will present the request to the Board. Mr. Richard advised Engineer Shannon that there is a possibility that they will NOT be able to help with any right-of-way funds but he will let Engineer Shannon know the status after the meeting. Engineer Shannon advised the Board that if CHD can not help with funds, this intersection warrants an all way stop so there is a chance that will be installed prior to the roundabout.

For the West Ada School District, the variance was granted at the last Board Meeting subject to conditions. Engineer Shannon emailed these conditions to School District representative Bill Hamlin on May 30<sup>th</sup>. Mr. Hamlin said he would get a letter of committal from the School District on May 8<sup>th</sup>, but Mr. Shannon hasn't received it yet.

For the Long-Range Transportation Plan, Engineer Shannon distributed draft copies for the Board to review and present comments. Engineer Shannon advised he would like to receive comments / feedback on or before May 30<sup>th</sup>, 2019. Engineer Shannon will seek formal adoption at the June 11<sup>th</sup>, 2019 Board Meeting.

This completed Engineer Shannon's work report.

Director Devin Muchow began his work report.

He presented the Board with a copy of the shop department report.

The Crusher has been shut down for a few days to help the Road Crew and the Shop Crew get caught back up.

The Bridge Crew has been doing some painting around the district. The Crew has been working on driveway culverts on Powerline. They had some plugged culverts and had to hire out for hydro-flushing. Director Muchow advised the Board that there was a cable that had been put through a culvert on Southside that had to be completely replaced and Centurylink was notified of the damage.

The Road Crew has been using the hammer to lower the hill at Deer Flat and Southside, they should be completed with the hammer today. They are also working on shouldering the 2<sup>nd</sup> mile on Deerflat Road.

This completed Director Muchow's work report.

At 9:00 a.m., Winston Goss and Melinda McDaniel with COMPASS Benefit Advisors appeared before the Board to discuss medical insurance renewal options. The Board discussed with Staff that they would like to have a meeting with all the Employees to discuss the options that were presented today. They advised Assistant District Clerk Nicole Riley that they will hopefully make a final decision by the May 30<sup>th</sup>, 2019 Board Meeting.

At 9:30 a.m., Kandis Ward, appeared before the Board to discuss a setback variance on Locust Lane. Right-of-Way Agent Eddy Thiel addressed the Board regarding Ms. Ward's request for a set back to allow her to remove her manufactured home and build a new home on the property. ROW Agent Thiel advised the Board that the City was against the request due to future plans for Locust Lane. Ms. Ward provided the Board with the details on why she was requesting the setback variance. Commissioner Noble made a MOTION to approve the setback variance to allow 60 feet setback. Commissioner Millar and Commissioner Smith DENIED the motion. MOTION was DENIED.

### **10:00 a.m. Bid Opening – Happy Valley and Airport Signal Project**

Chairman Smith announced this portion of the meeting was to publicly open bids for the Happy Valley and Airport Signal Project. He asked Engineer Eric Shannon to open and read the contents of the sealed bid packages, which had been received.

Engineer Shannon opened each bid in the order of which was received, read the name of the bidder, verified the bid form being enclosed, identified their public works license, bid bond enclosed and the sum of the bid. The bids were as follows:

- Quality Electric      \$273,542.90
- Hawkeye Builders      \$269,665.00

Commissioner Noble made a MOTION for Staff to review the bids and award the contract to the lowest responsive bidder. Commissioner Millar SECONDED the motion. MOTION CARRIED.

EXECUTIVE SESSION: At 10:07 a.m. Commissioner Noble made a MOTION to go into Executive Session pursuant to IC 74-206(1) (b). Commissioner Millar SECONDED the motion. Upon roll call, Commissioner Smith voted "aye", Commissioner Noble voted "aye" and Commissioner Millar voted "aye". MOTION CARRIED. The Board concluded executive session at 10:16 a.m.

Commissioner Noble made a MOTION to approve the salary increases as stated during executive session. Commissioner Millar SECONDED the motion. MOTION CARRIED.

EXECUTIVE SESSION: At 10:17 a.m. Commissioner Millar made a MOTION to go into Executive Session pursuant to IC 74-206(1) (c). Commissioner Noble SECONDED the motion. Upon roll call, Commissioner Smith voted "aye", Commissioner Noble voted "aye" and Commissioner Millar voted "aye". MOTION CARRIED. The Board concluded executive session at 10:32 a.m.

The Board discussed the Western Alliance for Economic Development letter of support. After discussion, the Board directed District Clerk Paige Rhoades to prepare a letter of support and send to the chairman of the group. Commissioner Millar made a MOTION to authorize District Clerk Rhoades to prepare the letter of support for the Western Alliance for Economic Development. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to adjourn at 10:49 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

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Chairman, Dick Smith

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Vice Chairman, Randy Noble