

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING June 11th, 2019

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

- **CALL MEETING TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ADMINISTRATIVE ACTION ITEMS:**
 - Regular Meeting Minutes from May 30th, 2019
 - Review and Approve Agenda including Amendments
 - Accounts Payable Review through June 11th, 2019

8:15 A.M. – City of Nampa

9:00 A.M. – Discussion with City of Nampa's Mayor Kling regarding MOU agreements

10:00 A.M. – **ACTION ITEM:** Don Crone – Variance for agriculture access on Lewis Lane

- **ENGINEER'S REPORT**
 - **ACTION ITEM:** - Adopt Resolution No. 2019-04 – Long Range Transportation Plan
- **NEW BUSINESS**
 - **ACTION ITEM:** Discussion regarding Nampa Chamber Membership dues
 - **FY2019-2020** Budget discussion with Staff and Board
- **DIRECTOR'S REPORT**
- **UNFINISHED BUSINESS**
 - **ACTION ITEM:** EAP (Employee Assistance Program) quotes. Decision to continue or discontinue an EAP plan
 - **ACTION ITEM:** Midland Blvd & Ustick Rd Roundabout authorization to accept counter offers for right-of-way acquisitions
- **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**

PAIGE RHOADES
DISTRICT CLERK

DATE & TIME POSTED

4507 12th Avenue Road, Nampa, ID 83686



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, Assistant Engineer Nick Lehman; Attorney David Wynkoop, District Clerk Paige Rhoades; Right-of-Way Agent Eddy Thiel and Assistant District Clerk Nicole Barlow

GUEST: Don Barr, Jeff Kasma, City of Nampa; Don Crone; Jessica Reynolds

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

Engineer Shannon advised there was a slight typographical error on page 4. Commissioner Millar made a MOTION to approve the Regular Meeting minutes from May 30, 2019 with the corrections as stated by Engineer Shannon 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 June 11th, 2019. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Don Barr with the City of Nampa, advised the Board that crews have finished the arterial roadways doing chip seal. He advised that within a week and a half all the remaining chip sealing will be in the subdivisions. Once they finish chip sealing, they shall begin sweeping, fog sealing and striping the roadways. Mr. Barr advised the Board that the City will recycle the chips that the sweeper cleans off the roadways.

Daniel Badger with the City of Nampa, advised the Board that the second phase of the Greenhurst project has begun and they are now working on the draining system on Canyon Street. Mr. Badger advised the Board that there are a few subdivisions that are in the plans stage and are awaiting approval.

Engineer Shannon requested to the Board that he would like to discuss Developer driven Sewer and Water projects with the City of Nampa staff, Daniel Badger. Engineer Shannon discussed with Daniel Badger the concerns regarding the MOU's at question and the permitting process he would like to see in the future. Engineer Shannon advised the Board that a good solution could be to hire a CE & I consultant to watch over all the Developer driven projects. After discussion between Staff, they all mutually agreed that the Mayor was no longer needed to appear at today's meeting.

Engineer Eric Shannon began his work report.

Engineer Shannon recommended Executive Session at this time to discuss real estate acquisitions.

EXECUTIVE SESSION: At 8:32 a.m. Commissioner Noble made a MOTION to go into Executive Session pursuant to IC 74-206(1) (c). 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 8:54 a.m.

For the Midland & Ustick Roundabout, Commissioner Noble made a MOTION to accept the counter offer for Parcel #7. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Engineer Shannon continued his report.

For the Happy Valley & Airport Signal project, Engineer Shannon advised the Board that there was a Pre-Construction meeting held on June 6th, 2019. The Letters to the property owners, within 1000 feet of the project, were sent out on June 10th, 2019. Engineer Shannon advised the Board that the City of Nampa advised that they will post the letter on their website for notification. The first phase of construction begins on June 17th, 2019 for installation of the conduit, pole bases, and removal of the current overhead flashing beacon. The second phase of construction begins late summer or early fall for installation of poles, mast arms, signals and cabinet.

For the Middleton Rd. Freeway Overpass Project, ITD will do a “Charter Analysis Report” to determine whether or not it will signalize the intersection of Middleton & Cherry as part of replacing the overpass. If ITD decides no to install the signal, Engineer Shannon will encourage them to at least install the underground electrical conduit, and new left turn bay on Middleton Rd. That will make it much easier for NHD to install the signal itself later.

For the 11th Ave and Ustick Rd Roundabout, the All-Way Stop was installed on June 5th, 2019. Engineer Shannon advised the Board that on June 3rd, 2019, NHD received a letter from CHD #4 stating that they cannot commit to any funding right now and suggested that NHD look into LHSIP funding for any future roundabout plans. Engineer Shannon advised the he had a discussion regarding funding and MOU with CHD4 Director Dave Jones. Engineer Shannon’s proposal is for NHD to self-fund the project and possibly begin purchasing right-of-way while there is still undeveloped ground on three of the four corners of the intersection. Once the right of way has been purchased by NHD, maybe NHD and CHD4 could create an MOU for the remaining part of the roundabout project. The Board did not like the ideal of self-funding. Instead, they directed Engineer Shannon to research LHSIP funding, and to develop legal descriptions for right-of-way dedication to have on hand in case some of the land starts being platted.

For the Long Range Transportation Plan – 2019 Update, Engineer Shannon requested approval of Resolution No 2019-04, Adoption of the Long Range Transportation Plan. Commissioner Millar made a MOTION to approve and adopt Resolution No. 2019-04 to Adopt Long Range Transportation Plan. Commissioner Noble SECONDED the motion. MOTION CARRIED.

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 crushed 9,126 yards of 1-inch rock out of the corner of Yard Pit 9.

The Bridge Crew has been working on painting the roads throughout the District.

The Road Crew has been working on the last mile on Deer Flat Road between Lynwood Road and Highway 45. They have been doing some patching on the radiuses and preparing the roads on the chip seal list for July. Director Muchow advised the Board that they will also begin doing some brushing if the other duty items get completed before chip seal begins.

Director Muchow provided the Board with the statistics on the tonnage for Thueson's paving that has been completed. He advised the Board that according to his calculations, they may already be over on the tonnage and costs. Director Muchow stated that they have completed the mainline and is now awaiting the density testing.

Director Muchow advised the Board that chip seal will begin the 2nd week in July.

This completed Director Muchow's work report.

District Clerk Paige Rhoades presented the Board with a copy of the anticipated budget expenses for the FY 2019-2020 Budget. District Clerk Rhoades advised the Board that the final anticipated property tax numbers should get provided to her by the 3rd Monday in July and then we should have a good idea on what the revenue will be for the FY2020. The Board advised District Clerk Rhoades to provide them a few different calculations for the Special Levy amount for them to see at the next meeting.

Assistant Clerk Barlow presented to the Board with the quotes on what the EAP plan will cost the Highway District if they choose to provide this option to the employees as discussed during the previous Board meeting. After discussion, the Board asked Assistant Clerk Barlow to confirm the numbers provided to make sure it was fully understood. The Board also asked Assistant Clerk Barlow to look into the policy manual regarding what happens to employees after a DUI or similar situations.

District Clerk Paige Rhoades presented the Board with the annual dues for the Nampa Chamber of Commerce. After the Board discussed the dues, they agreed that it was no necessary to pay the dues this year.

At 10:00 a.m., Don Crone and Jessica Reynolds appeared before the Board to discuss obtaining a variance to the standards to allow for agricultural access onto Lewis Lane. ROW Agent Eddy Thiel discussed the details of what Mr. Crone was asking for in the variance. Commissioner Noble made a MOTION to approve the variance request subject to deed restriction. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Assistant Clerk Barlow returned to discuss the questions that the Board had asked her to find the answers to with the Insurance agent. She confirmed that the numbers she had provided earlier in the meeting were correct and the Board just needed to decide if they would like to provide this benefit to our employees. After discussion, Commissioner Millar approved the EAP program for a yearly cost of no more than \$1,221.00 for all employees. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Chairman Smith discussed with Staff and the other Board members about the Caldwell Chamber of Transportation meetings. He advised that during the last meeting the expense of the luncheon was not worth what was paid and that maybe Director Muchow shall discuss with the member who sets up the meeting to possibly consider better options.

Commissioner Noble made a MOTION to adjourn at 10:05 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble