

# NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

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## NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING December 31<sup>st</sup>, 2019

**LOCATION:** Nampa Highway District Office  
Main Conference Room  
4507 12<sup>th</sup> Avenue Road  
Nampa, ID 83686

**TIME:** 8:00 a.m.

- **CALL MEETING TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ADMINISTRATIVE ACTION ITEMS:**
  - Regular Meeting Minutes from December 10<sup>th</sup>, 2019
  - Review and Approve Agenda including Amendments
  - Accounts Payable Review through December 31<sup>st</sup>, 2019 and Payroll for the month of December

**8:15 A.M. – City of Nampa**

- **ENGINEER'S REPORT**
  - **ACTION ITEM:** Happy Valley & Victory Roundabout – Accept Right-of-Way Counter-offers
  - **ACTION ITEM:** Happy Valley & Victory Roundabout – Approve Wetlands Banking Purchase Agreement
  - **ACTION ITEM:** Happy Valley & Victory Roundabout – Select Center Island Art Proposal
  - **ACTION ITEM:** Middleton Freeway Overpass, and Middleton & Cherry Signal – Approve Three-Party Agreement (ITD/ NHD/ City of Nampa)
  - **ACTION ITEM:** Midland & Ustick Roundabout – Concur with City of Caldwell Development Agreement with parcel #2
  - **ACTION ITEM:** Star & Cherry Roundabout project – Accept Right-of-Way Counter-offers
- **NEW BUSINESS**
  - **ACTION ITEM:** Approve and Authorize signature for Burdick Subdivision mylars
  - **ACTION ITEM:** Approve the license agreement for Russell Elsberry irrigation crossing on Stage Coach Rd
- **DIRECTOR'S REPORT**
  - **ACTION ITEM:** Approve FY2020 Roadside weed spraying contract
  - IAHD's 2020 Day at the Capitol
- **UNFINISHED BUSINESS**
- **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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NICOLE BARLOW ASSISTANT 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, District Engineer Eric Shannon, Attorney David Wynkoop, District Clerk Paige Rhoades, Assistant Engineer Nick Lehman

**GUEST:** Don Barr and Jeff Kasma, with the City of Nampa,

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 December 10<sup>th</sup>, 2019. 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 December 31<sup>st</sup>, 2019 and Payroll for the month of December. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Don Barr with the City of Nampa, advised the Board that crews have been doing a lot of sweeping. He has crews working on screening the recycled chips from last years chip seal season. He also stated that he has crews cleaning storm water drains and doing storm water inspections while the weather is decent.

Engineer Eric Shannon began his work report.

For the Midland & Ustick Roundabout project, Assistant Engineer Nick Lehman advised the Board that he is still waiting for the mutual agreement between the parties in order to move forward.

For the Happy Valley & Victory Roundabout project, Engineer Shannon presented the Board with the information regarding the purchasing agreement for the Wetlands Banking Credits. Commissioner Millar made a MOTION to approve and authorize the Chairman to sign the purchase agreement in the amount of \$45,300. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Also, for the project, Engineer Shannon presented the Board with the proposals for the Center Island Sculpture. After review of the proposals, the Board asked Engineer Shannon to see if he could obtain a more solid estimate from one of the bidders based on some additional specifications that the bidder hadn't provided.

For the Middleton Road Overpass (ITD project), ITD has completed writing the State/Local Agreement between ITD, City of Nampa and NHD. Engineer Shannon requested Board approval

of the agreement. Commissioner Millar made a MOTION to approve and authorize the State/Local Agreement between ITD, City of Nampa and NHD. Commissioner Noble SECONDED the motion. MOTION CARRIED.

For the Happy Valley & Airport Signal project, Engineer Shannon advised the Board that the signal was turned on December 19<sup>th</sup> and is now fully functioning.

For the Preapproved Consultant list, Engineer Shannon advised the Board that there is an Idaho Code 67-2320 for Selection of Professional Services. Engineer Shannon is advertising for Statements of Qualifications for hiring any future projects that require an engineering consultant. Therefore, Engineer Shannon has advertised in the newspaper and on the website. The Statements of Qualifications are due back to Engineer Shannon by January 9<sup>th</sup>, 2020. Engineer Shannon stated that they will select 3 qualified firms for intersection improvements and for CE & I.

Engineer Eric Shannon requested the Board go into Executive Session to discuss Right-of-Way Acquisition for the Star & Cherry Roundabout project

EXECUTIVE SESSION: At 8:37 a.m. Commissioner Noble made a MOTION to go into Executive Session pursuant to IC 76-206 (1) (c). Commissioner Millar SECONDED the motion. Upon roll call, Commissioner Millar voted "aye", Commissioner Smith voted "aye and Commissioner Noble voted "aye". MOTION CARRIED.

The Board concluded Executive Session at 8:47 a.m.

Assistant Engineer Nick Lehman requested authorization to accept the Counter Offer received for Parcel 12.

Commissioner Noble made a MOTION to accept the Counter Offer received for Parcel 12 for the Star & Cherry Roundabout project. Commissioner Millar SECONDED the motion. MOTION CARRIED.

This completed Engineer Shannon's work report.

Director Muchow began his work report.

Director Muchow advised the Board that it was time to accept the Roadside Weed Spraying contract for FY2020. He advised the Board that the contract is the same as it was the year prior. Commissioner Millar made a MOTION to approve the Roadside Weed Spraying contract with NC Services for FY2020. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Director Muchow presented the Board with a copy of the shop department report. He advised the Board that the crusher cone is still in Utah and he was not sure on the status of repairs at this time. The Board and Director Muchow discussed the status on what Western States has decided on helping to get the crusher's generator working properly. Director Muchow stated that they are still working on trying to find a solution to the issue.

The Bridge Crew has been working on drive way culverts and a box culvert on Surrey Lane.

The Road Crew has been working on the first mile of Surrey Lane. He advised that this mile from Skyline Road had very minimal base material so they have two excavators working to haul out material to build that base back up. He advised that the other two miles look much better but this first mile is taking longer than expected.

Director Muchow presented the Board with the information for attending the Day at the Capital event with the Idaho Association of Highway Districts on February 5<sup>th</sup>, 2020 through February 7<sup>th</sup>, 2020. Director Muchow advised District Clerk Paige Rhoades to enroll the follow in the event: Commissioner Smith and Commission Noble as well as Director Muchow, Engineer Shannon and Assistant Engineer Lehman.

Director Muchow and District Clerk Rhoades discussed with the Board the expiration of the Lola Lane lease agreement. The Board advised Director Muchow to contact both renters that the contract needs to renewed and to see if they have any concerns.

District Clerk Rhoades presented the Board with a draft resolution regarding the plans of a future records retention policy that the office is wanting to do. District Clerk addressed the Board regarding the storage abilities there currently is and that she is in the process of working on getting the documents scanned or discarding depending on the policy at hand. District Clerk Rhoades advised the Board that this is still a work in progress and once it has been fine tuned it will be presented to the Board to adopt the policy via resolution.

Engineer Shannon and Attorney Wynkoop addressed the Board briefly about any updates regarding the Osprey Meadows Subdivision.

Attorney Wynkoop presented the Board with a few legal updates.

Commissioner Noble made a MOTION to adjourn at 10:04 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

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Chairman, Dick Smith

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Vice Chairman, Randy Noble