

## DISTRICT SECRETARY'S FINAL MINUTES BOARD OF COMMISSIONERS MEETING

These Minutes have been approved by the Board of Commissioners and are the official record relating to the conduct or administration of the District's business, as reflected herein

Wilder, Idaho

**February 11, 2025**

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Tuesday, February 11, 2025 in the District Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

**PRESENT:** Commissioners Ed Leavitt, Fred Sarceda, and Andy Bishop, Director of Highways Bob Watkins, Road Foreman Casey Percifield, Secretary Anita Herman, and Attorney Jay Kiiha (via Zoom).

**ABSENT:** Engineer Chris Pettigrew.

**CALL TO ORDER:** The meeting was called to order at 12:00 p.m. by Chairman Andy Bishop.

### **AGENDA**

**REVIEW:** Secretary/Clerk Anita Herman reported that she posted the agenda for the regular meeting Thursday, February 6, 2025 at 10:00 a.m. at the locations listed on the agenda. **Motion: Made by Commissioner Ed Leavitt: To Approve the Posting of the Agenda, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**VISITORS:** Lori Shandro – The Shandro Group  
Barb Stotts – Intermountain Agency  
John Russell – Zwygart, John & Associates CPA's, PLLC  
Cache Wood – Nampa Paving  
Trey Hart

**PUBLIC INPUT:** None

### **MINUTES READ AND**

**APPROVED:** Minutes of the meeting were read. **Motion: Made by Commissioner Ed Leavitt: To Accept and Approve the Minutes of Regular Meeting January 8, 2025, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**SECRETARY'S  
RECORD DE-  
STRUCTION**

**REQUEST:** **Motion: Made by Commissioner Ed Leavitt: Authorizing Secretary's Records Destruction Request of Meeting Audio Tape for Regular Meeting January 8, 2025, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

#### **FINANCIAL**

**REPORT:** Secretary/Treasurer Anita Herman gave the financial report as follows. The expenses for January 9, 2025 through February 11, 2025 were \$478,456.21, payroll for January 9, 2025 through February 11, 2025 was \$63,344.82 for a total of \$541,801.03. **Motion Made by Commissioner Fred Sarceda: To Receive and Approve the Treasurer's Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$541,801.03 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

#### **PUBLIC**

**HEARINGS: SURPLUS KENWORTH 1988 WATER TRUCK**

**Motion: Made by Commissioner Ed Leavitt: To Open the Public Hearing Regarding the Surplus of 1988 Kenworth Water Truck at 12:05 p.m., Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

Present at the hearing were: Commissioners Ed Leavitt, Andy Bishop, and Fred Sarceda, Director of Highways Bob Watkins, Foreman Casey Percifield, Secretary Anita Herman, and Attorney Jay Kiiha. No one from the public was present to discuss the public hearing subject.

**Motion: Made by Commissioner Ed Leavitt: To Close the Public Hearing Regarding the Surplus of 1988 Kenworth Water Truck at 12:06 p.m., Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

#### **OLD**

**BUSINESS: DISCUSS AND APPROVE THE APRIL 1, 2025 INSURANCE RENEWAL – SHANDRO GROUP**

Lori Shandro and Barb Stotts presented the Board and staff with a few different insurance options for the District's medical insurance renewal on April 1, 2025. The Board asked Lori and Barb to look up one more option for insurance and bring it back to the March meeting. **Motion: Made by Commissioner Ed Leavitt: To Table the Insurance Discussion Until the March 2025 Meeting, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**APPROVE AND RE-SIGN UPDATED FY2023 AND FY2024 MUTUAL OWNERSHIP AND JOINT OPERATION AGREEMENT PER SHARE VALUATIONS** Director Bob Watkins presented to the Board updated MOJO agreements for FY2023 and FY2024 to be signed due to having incorrect numbers years past. **Motion: Made by Commissioner Ed Leavitt: To Approve the Re-Signing of FY2023 and FY2024 Mutual Ownership and Joint Operation Agreements per Share Valuations, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

APPROVE AND AUTHORIZE CHAIRMAN TO SIGN UPDATED MUTUAL OWNERSHIP AND JOINT OPERATION AGREEMENT PER SHARE VALUATION FY2025

Director Bob Watkins presented to the Board an updated MOJO agreement for FY2025 to be signed due to having incorrect values before. **Motion: Made by Commissioner Ed Leavitt: To Approve and Authorize the Signing of the Updated Mutual Ownership and Joint Operation Agreement per Share Valuation FY2025, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**NEW**

**BUSINESS:** VAR2025-01 – VARIANCE FOR NAMPA PAVING – COMMERCIAL APPROACH  
Director Bob Watkins read his staff report for VAR2025-01. Discussion was held regarding adding a fourth leg to the three-leg intersection of Notus Road (minor collector) and Boise River Road and having a commercial approach. He went on to explain that TIS studies had been done by Nampa Paving and the safety factors and studies involved were then discussed. Director Watkins reported to the Board that his staff recommendation was to approve the variance request for a commercial approach.

The following exhibits were used during the discussion:

- Exhibit A – VAR2025-01 Application
- Exhibit B – Commercial Approach Permit
- Exhibit C – Conditional Use Permit – CU2023-0019
- Exhibit D – Traffic Impact Study
- Exhibit E – Staff Report
- Exhibit F – Photos
- Exhibit G – J-U-B Engineers Application Review

Commissioner Andy Bishop stated that the Applicant had the floor.

Applicant Cache Wood (Nampa Paving) answered all questions that the Board asked of him for the project. **Motion: Made by Commissioner Ed Leavitt: To Approve the Application Submitted for VAR2025-01, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**Motion: Made by Commissioner Ed Leavitt: To Continue This Variance at the Next Regular Meeting on March 12, 2025 at 12:00 p.m. and Direct the District Attorney Jay Kiiha to Prepare the Findings of Fact/Conclusion of Law and Order of Decision Concerning VAR2025-01, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

FY2024 AUDIT REPORT – ZWYGART, JOHN & ASSOCIATES

Auditor John Russell, from Zwygart, John & Associates, presented to the Board his annual audit report for FY2024. **Motion: Made by Commissioner Ed Leavitt: To Receive FY2024 Audit Report from Zwygart, John & Associates, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

APPROVE RESOLUTION 2025-01 – AUTHORIZING THE SURPLUS OF 1988 KENWORTH WATER TRUCK

**Motion: Made by Commissioner Fred Sarceda: To Approve Resolution 2025-01 – Authorizing the Surplus of 1988 Kenworth Water Truck, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

**TYLER GRAY – WAIVE OR VARY SETBACK**

Director Bob Watkins reported to the Board that Tyler Gray, off of Hoskins Road, submitted an application to waive the 70-foot setback from the North South section line of Section 17 and Section 16. He would like to reduce the setback to 15 feet due to remodeling his current resident. Director Watkins didn't see any problems with waiving the setback from 70 feet to 15 feet. **Motion: Made by Commissioner Ed Leavitt: To Approve Tyler Gray Setback from 70 foot to 15 foot, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**AUTHORIZE DIRECTOR TO SIGN IDAHO ASPHALT PIGGYBACK AGREEMENT**

Director Bob Watkins presented the Board with Idaho Asphalt's piggyback pricing for chip sealing this summer. The piggyback pricing is coming off of Power County Highway District. **Motion: Made by Commissioner Ed Leavitt: To Authorize the Director to Sign Idaho Asphalt Piggyback Agreement, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**SET ROAD TOUR DATE**

Director Bob Watkins suggested to the Board to set the road tour date for March 12, 2025 at 10:00 a.m. (same day as our regular monthly meeting). **Motion: Made by Commissioner Ed Leavitt: To Set the Road Tour Date for March 12, 2025 at 10:00 a.m., Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**ROAD**

**REPORT:** Road Foreman Casey Percifield discussed his attached report.

**DIRECTOR'S**

**REPORT:** Director Bob Watkins discussed his attached report.

**ENGINEER'S**

**REPORT:** Director Bob Watkins discussed the Engineer's attached report.

**ATTORNEY'S**

**REPORT:** None

**GENERAL**

**MATTERS:** None

**ACCHD**

**REPORT:** None

**MOJO**

**REPORT:** None

**IAHD**

**REPORT:** None

**EXECUTIVE**

**SESSION:** None

**SPECIAL**

**BUSINESS:** None

**ADJOURN-**

**MENT:** There being no further business to come before the Commissioners, the meeting was adjourned at 1:44 p.m. **Motion: Made By Commissioner Fred Sarceda: To Adjourn the Meeting, Seconded by Commissioner Ed Leavitt.**

Next regular meeting is scheduled for March 12, 2025 at 12:00 p.m.

  
CHAIRMAN

  
SECRETARY

# Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

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February 12, 2025

To: GGHD Commissioners

From: Casey Percifield

**Subject: Road Report for February 2025**

This past month the crew has accomplished:

- Finished rebuild on #200 Water truck
- Replaced 36" pipe on drain ditch- Fern Ln between Hwy 95 and Travis Rd
- Installed 12" pipe about 150' long crossing Plum Rd along Apricot Ln
- Equipment maintenance
- Winter maintenance
- Tree trimming

## Next month's projects

- Replace 90' of 48" pipe on Ustick Rd, with headwalls
- Start Batt Corner hill project, clean up and pipe work first
- Equipment maintenance
- Start brooming sand off roadway when weather changes
- Road name sign install, 40 + signs
- Finish spraying the last of our sterilant



Street Address  
500 Golden Gate Ave  
Wilder, ID 83676

Phone (208) 482-6267  
Fax (208) 482-6100  
Email [office@gghd3.org](mailto:office@gghd3.org)

# Golden Gate Highway District No. 3

Commissioners: Ed Leavitt, Andy Bishop, Fred Sarceda

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**February 10, 2025**

**To: GGHD Commissioners**

**From: Bob Watkins, Director of Highways**

**Subject: Directors Report**

- Upper Pleasant Bridges- Both abutments have been poured, the floor is being prepped for concrete lining and prestressed deck will be next. We are on schedule with construction.
- MOJO- Crushing chips
- Peckham Rd.-working with LHTAC to get Peckham Rd. closed out has been postponed due to a possible repair in the asphalt.
- Nampa Paving-- Application for Variance/ Approach to Notus Rd.
- Batt Corner Realignment- Will begin with decent weather, power poles have been moved. We will start on irrigation improvements prior to water season.

End Report.



**J-U-B ENGINEERS, INC.**

J-U-B COMPANIES



**THE  
LANGDON  
GROUP**



**GATEWAY  
MAPPING  
INC.**

February 10, 2025

To: GGHD Commissioners  
From: Christopher S. Pettigrew, P.E.  
J-U-B Engineers, Inc.

**Subject: Engineer's Report**

The following items have been worked on in the past month:

- Nampa Paving Variance/Approach Permit Applications & TIS – Variance in for approval 02/12/25
- Q2 LLC Comprehensive Plan Map Amendment – review letter sent to County 02/23/25
- White Barn Ventures Conditional Rezone – review letter sent to County 02/03/25
- Garman, Troost, Tuttle Administrative Land Division – review letter sent to County 02/04/25
- Upper Pleasant Ridge Rd Bridges over Deer Flat Canal – concrete canal liner being placed, girders being fabricated, handrail submittal reviewed
- Batt Corner Rd Realignment – R/W acquisition ongoing, construction ready plans by 02/28/25

The following are tracking items:

- GIS for Pavement and Sign Management – refining interface and gathering field data

END REPORT