

## 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

### September 11, 2024

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Wednesday, September 11, 2024 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, Engineer Christopher Pettigrew, and Attorney Jay Kiiha.

**ABSENT:** None

### 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 Monday, September 9, 2024 at 9:30 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:** None

### PUBLIC

**INPUT:** None

### MINUTES READ AND

**APPROVED:** Minutes of the meeting were read. **Motion: Made by Commissioner Fred Sarceda: To Accept and Approve the Minutes of Regular Meeting August 14, 2024 and Special Meeting August 28, 2024, Seconded by Commissioner Ed Leavitt.** 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 August 14, 2024, 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 August 15, 2024 through September 11, 2024 were \$101,650.67, payroll for August 15, 2024 through September 11, 2024 was \$57,970.41 for a total of \$159,621.08. **Motion Made by Commissioner Ed Leavitt: To Receive and Approve the Treasurer's Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$159,621.08 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

## PUBLIC

**HEARINGS:** None

## OLD

**BUSINESS:** None

## NEW

**BUSINESS:** DISCUSS FY2025 REGULAR MEETING SCHEDULE AND AUTHORIZE SECRETARY TO SIGN AND POST NOTICE

Secretary Anita Herman reported to the Board that the meeting would be the 2<sup>nd</sup> Wednesday of the month at 12:00 p.m., just as they are now, and asked the Board to approve the FY2025 Regular Meeting schedule. **Motion: Made by Commissioner Fred Sarceda: To Approve FY2025 Regular Meeting Schedule and Authorize the Secretary to Sign and Post Notice, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN THE ACCHD REGULAR MEETING SCHEDULE NOTICE AND AUTHORIZE SECRETARY TO POST NOTICE

Secretary Anita Herman reported to the Board that the ACCHD meetings would be the 3<sup>rd</sup> Thursday of the month quarterly, just as they are now, and asked them to approve the schedule. **Motion: Made by Commissioner Fred Sarceda: To Authorize the Chairman to Sign the ACCHD Regular Meeting Schedule Notice and Authorize the Secretary to Post Notice, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN FY2025 J-U-B AGREEMENT

Engineer Christopher Pettigrew presented to the Board the FY2025 J-U-B Agreement and reported that no big changes from last year, and asked them to approve it. **Motion: Made by Commissioner Fred Sarceda: To Authorize the Chairman to Sign FY2025 J-U-B Agreement, Seconded by Commissioner Ed Leavitt.** 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:** Engineer Christopher Pettigrew discussed his attached report.

**ATTORNEY'S**

**REPORT:** None

**GENERAL**

**MATTERS:** Secretary Anita Herman informed the Board that the annual Christmas Party will be December 19, 2024 at the Homedale Community Center.

Secretary Anita Herman reported that flu shots would be available to the Board and the employees at the Golden Gate Highway District office on September 25, 2024 at 8:00 a.m.

Director Bob Watkins presented to the Board three different spec options for Batt Corner Hill rebuild and asked them to give him their opinions on each.

**COMMUN-**

**ICATIONS:** None

**ACCHD**

**REPORT:** None

**MOJO**

**REPORT:** Director Bob Watkins reported that the crew is just prepping the site for crushing.

**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 12:40 p.m. **Motion: Made By Commissioner Ed Leavitt: To Adjourn the Meeting, Seconded by Commissioner Fred Sarceda.**

Next regular meeting is scheduled for October 9, 2024 at 12:00 p.m.

  
CHAIRMAN

  
SECRETARY

# Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

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September 11, 2024

To: GGHD Commissioners

From: Casey Percifield

**Subject: Road Report for September 2024**

This past month the crew has accomplished:

- Removal of overburden from Mojo pit
- Move pump to new location Mojo Pit
- Started pulling shoulders on next year's chip seal roads

## Next month's projects

- Continue Moving over burden at Mojo
- Continue pulling shoulders
- Dura Patch



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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September 10, 2024

**To: GGHD Commissioners**

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

**Subject: Directors Report**

- Batt Corner Rd. Looking at different design options. Chris sent over design exhibits on 8/6 for review.
- Upper Pleasant Rd. Bridges- Design complete ready for bid. Working on right-of-way acquisitions 4 of 7 complete
- Ustick Rd.- Working on concept. Vertical curve for a design speed of 35 MPH.
- Peckham Rd. update- Almost complete. IMC to finish signage along with punch list items.
- MOJO Crushing- Working on Bid Documents getting ready to advertise for bid.
- Chris and I met on site to look at access locations for the proposed Timber Ridge Subdivision. (Ustick Rd.)

End Report.



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

J-U-B COMPANIES



THE  
LANGDON  
GROUP



GATEWAY  
MAPPING  
INC.

September 9, 2024

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:

- Stevenson Temporary Use Permit – sent review letter to County 08/19/24 and responded to follow up email from applicant 08/27/24
- Timber Ridge Subdivision – site visit to review proposed intersection locations 08/21/24
- MOJO Crushing Advertisement Package – reviewed 08/21/24
- Squibb Administrative Land Division – sent review letter to County 08/14/24
- Upper Pleasant Ridge Rd Bridges over Deer Flat Canal – 404 & BOR permits issued, PS&E package ready, working on R/W acquisitions
- Batt Corner Rd Realignment – 30% design alternatives being reviewed
- GIS for Pavement and Sign Management – refining interface and gathering field data

The following are tracking items:

- IMC Notus Rd TIS – met with new PM (John Stevenson) from IMC 09/21/23 to discuss next phase of mining, met with ITD at Notus Rd/SH19 intersection 11/27/23

END REPORT