

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

May 14, 2020

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday, May 14, 2020 in the District Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

PRESENT: Commissioners Virgil Holsclaw, Fred Sarceda, and David Lincoln, Director/Engineer Gordon Bates, Attorney William F. Gigray, and Secretary/Clerk Anita Herman.

ABSENT: None

AGENDA

REVIEW: Secretary Anita Herman reported she posted the agenda for the regular meeting Monday, May 11, 2020 at 4:00 p.m. at the locations listed on the agenda. **Motion: Made by Commissioner Fred Sarceda To Approve the Agenda and the Agenda Posting Report, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

VISITORS: Susan Rainey, Trustee – WHR Trust

PUBLIC

INPUT: None

MINUTES

READ AND

APPROVED: Minutes of the meetings were read. **Motion: Made By Commissioner David Lincoln To Approve The Minutes of Regular Meeting on April 9, 2020, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

SECRETARY'S

RECORD DE- STRUCTION

REQUEST: After review of the meetings minutes. No request made for Secretary's Record Destruction due to continuance of Public Hearing on April 9, 2020.

FINANCIAL

REPORT: Secretary/Treasurer Anita Herman gave the financial report as follows. The expenses for April 10, 2020 through May 14, 2020 were \$74,180.48, payroll for April 10, 2020 through May 14, 2020 was \$44,175.27 for a total of \$118,355.75. **Motion made by**

Commissioner Fred Sarceda to Receive and Approve the Treasurer's Report, Seconded by Commissioner David Lincoln. The vote was unanimous. Motion carried. **Motion: Made by Commissioner Fred Sarceda: To Approve the Financial Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$118,355.75 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

PUBLIC

HEARING: RAINEY COMMERCIAL APPROACH VARIANCE HEARING CASE NO. VAR 2020-02 @ 12:00 p.m.

At the Commissioners' meeting room at the administrative offices of Golden Gate Highway District at 500 E Golden Gate Avenue, Wilder, Idaho: **Commissioner David Lincoln Moved to Open the Rainey Commercial Approach Hearing for Variance, Case No VAR 2020-02 at 12:00 p.m., Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

Present at the hearing were: Commissioners Virgil Holsclaw, David Lincoln, and Fred Sarceda, Director of Highways Gordon Bates, Attorney William F Gigray, Secretary Anita Herman, and for the applicant: Susan Rainey, Trustee for WHR Trust.

Chairman Holsclaw read over the Format to Conduct a Public Hearing.

Confirmed by Secretary Anita Herman, the following exhibits have been admitted as evidence:

- Exhibit A – V2020-02 Application Form
- Exhibit B – Aerial Photo of the Vicinity from CC GIS Map
- Exhibit C – Staff Report by Gordon Bates

Motion: Made by Commissioner David Lincoln Moved to Accept into the Record the Exhibits as Presented by the Secretary, Seconded by Commissioner Fred Sarceda . The vote was unanimous. Motion carried.

Secretary Anita Herman confirmed that Susan Rainey had signed the Sign-up Sheet.

Director Gordon Bates stated that the staff report was provided to the applicant, WHR Trust - Susan Rainey, Trustee prior to the hearing and then presented his staff report for Variance 2020-02, for a 60-ft Commercial Approach variance onto Batt Corner Road and a 100-ft spacing variance on Batt Corner Road north of the intersection of Batt Corner Road and Dixie Road. The staff report outlined that the new approach is adequate with the proposed location and it would be 60 feet wide with 20 foot radius flares that would give more pavement for the trucking maneuvers. The variance should not negatively impact the roadway safety. The staff report recommended approval with conditions:

1. Parcel R3919400000 shall have a maximum 60-ft wide Commercial Approach on Batt Corner Road located on the north side of the gravel parking area as shown on Exhibit B.

2. The southerly 60-ft of Batt Corner Road frontage shall be restored to open borrow ditch by the Applicant. This 60-ft section shall remain open borrow ditch.
3. The owner of parcel R3919400000 shall maintain the culvert under their Commercial Approach that is wider than the standard 40-ft width.
4. The Applicant shall secure a Commercial Approach Permit for work within the Batt Corner Road public rights-of-way prior to construction of the paved commercial approach. Work shall meet HSDP standard requirements in effect at the time of Approach Permit application, at a minimum Standard Drawing ACCHD-106.
5. Access onto Dixie Road shall be limited to the historic gravel approach serving the existing barn, located approximately 300-ft west of the intersection.

Director Bates stated that the concept plan is acceptable. His recommendation is to approve the variance request to allow 60 foot wide commercial approach and to allow 100 foot driveway spacing onto Batt Corner Road as long as the above conditions are met. Failure of the Applicants to comply with the Conditions-of -Approval shall result in the revocation of any/all variance and permit(s) issued by Golden Gate Highway District.

Applicant WTR Trust – Susan Rainey, Trustee, 24047 Batt Corner Road, Parma, was asked to address the Board. She applied for the commercial approach off Batt Corner Road because she is concerned with the safety of trucks entering and exiting the property on/off the narrow county roads. Attorney William F. Gigray asked if she was agreeable with the staff report. Ms. Rainey stated that she is agreeable with the staff report and the conditions.

The Commissioners moved on to the Deliberation Worksheet and took a few minutes to review. Based on the answers to the questions on the Deliberation Worksheet the Commissioners found that it was favorable to grant the two variances.

Motion: Commissioner David Lincoln Moved to Approve the Application for Variance 2020-02 and for Legal Counsel to Prepare the Findings, Conclusion of Law and Order with Recommendations as Corrected During the Hearing Today, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

Motion: Made by Commissioner David Lincoln to Continue the Rainey Commercial Approach and Spacing, Variance 2020-02 at 12:00 p.m. at the next Regularly Scheduled Meeting set for June 11, 2020, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

Public Hearing concluded at 12:45 p.m. and Susan Rainey left the meeting room.

OLD

BUSINESS: DISCUSS 5 YEAR CAPITAL IMPROVEMENT PLAN

Director Gordon Bates asked the Board how they wanted to proceed with this and unanimously the Board decided they wanted to table this subject until they could all take the road tour. No motions needed at this time.

RESET ROAD TOUR DATE

Director Gordon Bates showed the Commissioners the proposed route for the road tour that would take about 2 hours total. Focus of tour is to discuss roadways that need fixed/prioritized during the Capital 5 year Capital Improvement Plan. Road tour date was set for Thursday, May 21, 2020 at 9:30 a.m.

Secretary Anita Herman will post a Special Meeting Agenda at the locations listed on the agenda.

NEW

BUSINESS: DECLARATIONS OF SURPLUS 2005 GMC SIERRA 1500 VIN 1GTEK14T25Z AND OTHER MISCELLANEOUS ITEMS

Director Gordon Bates stated that none of the items on the Surplus List exceeded the amount of \$10,000 so a public hearing was not needed. All items would be ran through Picketts Auction.

Motion: Commissioner David Lincoln Moved to Surplus All Property on the Surplus List to Picketts Auction, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

LHTAC/LOCAL AGREEMENT 129,000 POUND TRUCK ROUTE ANALYSIS DISTRIBUTION OF LOCAL AUTHORITY TECHNICAL ANALYSIS FUND GOLDEN GATE HIGHWAY DISTRICT #3

Director Gordon Bates explained that the agreement states that LHTAC is distributing \$5000 from the Local Authority Technical Analysis Fund and \$5000 from the applicable shipper/transporter to administer an analysis that will determine the viability of a route that may be used as a 129,000 pound-truck route in accordance with Idaho Code 49-1004B. This \$10,000 will analyze the bridge, the road structure, and the safety issues.

Motion: Commissioner David Lincoln Moved for Authorization for Chairman Virgil Holsclaw to Sign the LHTAC/Local Agreement for the Grant, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

LETTER OF SUPPORT FOR US 20/26, I-84 TO MIDDLETON ROAD BUILD GRANT APPLICATION

Director Gordon Bates explained that this letter was to show our support in the expansion of US 20/26, I-84 to Middleton Road.

Motion: Commissioner Fred Sarceda Moved to Sign the Letter of Support for US 20/26, I-84 to Middleton Road BUILD Grant Application, Seconded by Commissioner David Lincoln. The vote was unanimous. Motion carried.

AUTHORIZE HIGHWAY CAPITAL IMPROVEMENT PROJECT FOR 5TH STREET ALLEY

Director Gordon Bates presented a Highway Capital Improvement Project Request for 5th Street, Caldwell, Idaho, 83607. The Applicant provided written testimony but did not attend in person or via conference call. They explained that the alley way between 4th street and 5th street is considered a public access way and it's used to drive in and out of their property. Postal service and trash service will not enter the alley due to the road's condition. The Applicant wants the Golden Gate Highway District to maintain the alley way as they would the rest of the public access roads in the Sunny Slope Subdivision #2. Director Gordon Bates explained to the Board that as of now the Highway District does not maintain any of the alley ways in any of the subdivisions due to the equipment not being able to fit down the alleys and they are not on the Districts maps for maintenance. District Attorney Bill Gigray advised the Board that open public right-of-way could receive maintenance without it being reclassified for continuing maintenance by the District. Open public right-of-way has to remain open for public use. Director Gordon Bates' recommendation was to deny the request. The Board of Commissioners agreed that all public access alley ways are not the Highway Districts maintenance issue.

Motion: Commissioner Fred Sarceda Moved to take the Director's Recommendation and to Not Maintain Alley Ways, Seconded by Commissioner David Lincoln. The vote was unanimous. Motion carried.

DISCUSS AND CONSIDER APPROVING RESOLUTION 2020-04 AMENDING THE DISTRICT RECORDS POLICY EXCEPTION BY HB 601

Attorney William F. Gigray stated that the purpose of this resolution is to determine what is and is not a District record. He explained that according to House Bill 601 if a person at the District makes a record of any kind, being personal or business related, but does not share it with any entity or person then it does not become a District record and it's considered a non-retained record.

Motion: Commissioner David Lincoln Moved to Approve Resolution 2020-04, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

DISCUSS AND CONSIDER APPROVING RESOLUTION 2020-05 AMENDING PUBLIC RECORDS EXEMPTIONS AS CHANGED BY SB 1338A

Attorney William F. Gigray explained that this resolution adds exemption of Public Records Law and how we handle redaction to exempt personal data identifiers.

Motion: Commissioner Fred Sarceda Moved to Adopt Resolution 2020-05, Seconded by Commissioner David Lincoln. The vote was unanimous. Motion carried.

DISCUSS AND CONSIDER APPROVING RESOLUTION 2020-06 AMENDING THE DISTRICT FISCAL POLICY FORGONE AMOUNT BY HB 354

Attorney William F. Gigray stated that this resolution amends the District's fiscal policy in compliance with House Bill 354. The amendment concerns the new requirement. In the event the Board should have a foregone amount in its proposed budget, but seeks to

reserve the right to take that foregone amount in a future fiscal year, it is now required to pass a resolution stating that it does reserve that right.

Motion: Commissioner David Lincoln Moved to Adopt Resolution 2020-06, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

ROAD

REPORT: Director/Engineer Gordon Bates discussed the attached report for Road Foreman Casey Percifield.

ENGINEER

REPORT: Director/Engineer Gordon Bates discussed the attached report.

ATTORNEY'S

REPORT: Attorney William F. Gigray had nothing more to report other than the Resolutions he went over earlier in the agenda. Attorney William F. Gigray notarized the Oath for the Secretary.

GENERAL

MATTERS: FISCAL YEAR 2021 BUDGET DISCUSSION

According to Canyon County, the tax percentage should increase with property taxes and new construction. Commissioner David Lincoln stated that he would like to see two budgets, with one being very reserved and the other one showing the 3% increase in tax revenue and no capital expenditures on either one. No motion/action needed.

COMMUN-

ICATIONS: None

MOJO

REPORT: Chairman Fred Sarceda stated they had a teleconference call last month and just ratified.

IAHD

REPORT: Commissioner Lincoln stated that they are coming out with a magazine for the association, they've sold \$10,000 in advertisements for it, and the association awarded 17 scholarships this year.

ACCHD

REPORT: Chairman David Lincoln said nothing new with ACCHD, but reminded everyone that we will be hosting the meeting in July.

COMPASS

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 2:14 p.m. Next regular meeting is scheduled for June 11, 2020 at 11:30 a.m.



CHAIRMAN



SECRETARY

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

May 14, 2020

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for May 2020

This past month the crew has accomplished:

- Hauled and placed 4 inches of gravel on Ruby Ln, Grape Ln, Sunny Slope Sub #2 – ILa Ln, 4th street, and John Ln. Seven Springs Sub – Crystal Ln Sweetwater Rd, and Park View Dr.
- Pugged cold mix Asphalt for us and Homedale Hwy District.
- Two trucks hauled for Notus/Parma Highway district, one day for cold mix mat.
- Sprayed hills for broadleaf weeds
- Dura Patched
- Patched culvert crossings, 2 on Boise River Rd, 1 on Rodeo, and 1 on Fern

Next month's projects:

- Patch railroad track crossing on Travis Rd
- Continue dura Patching on chip seal roads
- Grader Patch chip seal roads
- Get paint truck ready for striping
- Haul ½ inch dirty chips to yard



Street Address
500 Golden Gate Ave
Wilder, ID 83676

Phone (208) 482-6267
Fax (208) 482-6100
Email office@gghd3.org

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

May 14, 2020

To: GGHD Commissioners

From: Gordon Bates, P.E.
Director of Highways and District Engineer

Subject: **Director's Report for May 2020**

- Peckham Road KN13964 & KN22101 Peckham Rd Freight combined project. LHTAC is securing additional design funds.
- Homedale Road - researching R/W documents to determine if we need to purchase additional R/W near the 24000 block.
- 5-yr Capital Improvement Plan recommendations.
- 129K truck Route to Turner Dairy on Arena Valley Road via Red Top Road. Issued request to the Applicant for \$5,000 to help fund road, bridge and safety analysis. Kevin Kuther with LHTAC secured an additional \$5,000 grant from the State to help pay for analysis.
- CAFO Sizing info for increase from 6,000 to 15,000 cattle at old Michaelson feedlot. Issued comments requesting TIS and R/W dedication.
- COVID-19 no major impacts to Operations. We've had some staff on stay home orders and some child care.
- Major update to PubWorks for sign grant work.
- City of Wilder coordination for three test pits to determine groundwater elevation. Collin with Tamura Farms was very helpful. No expansion layout yet.



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