

## 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

August 13, 2020

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday August 13, 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, Road Foreman Casey Percifield, Attorney William F. Gigray, and Secretary/Clerk Anita Herman.

**ABSENT:** None

### AGENDA

**REVIEW:** Secretary Anita Herman reported that she posted the agenda for the regular meeting Monday, August 10, 2020 at 4:40 p.m. at the locations listed on the agenda. **Motion: Made by Commissioner David Lincoln: To Approve the Posting of the Agenda and the Public Hearings, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**VISITORS:** Tyson Griffeth and Troy Gifford with Allegis Financial Partners were in attendance. Adam Bass with Forsgren & Associates joined by teleconference.

### 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 July 9, 2020 and Special Meeting on July 30, 2020, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

### SECRETARY'S

#### RECORD DE- STRUCTION

**REQUEST:** Destruction requested for Audio Tape Regular meeting July 9, 2020 and Special meeting July 30, 2020. **Motion: Made By Commissioner David Lincoln Authorizing the Destruction of Meeting Audio Tape for Regular Meeting July 9, 2020 and Special**

Meeting July 30, 2020, 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 July 10, 2020 through August 13, 2020 were \$69,087.60, payroll for July 10, 2020 through August 13, 2020 was \$65,847.32 for a total of \$134,934.92. **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 \$134,934.92 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

#### PUBLIC

**HEARING:** RESOLUTION 2020-11 FY 2020-2021 BUDGET ADOPTION  
RESOLUTION 2020-10 RESERVATION OF FOREGONE INCREASE

**Motion: Made By Commissioner David Lincoln: To Go Into Public Hearing FY 2020-2021 Budget Adoption and Resolution 2020-10 Reservation of Foregone Increase, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

Public Hearing was opened at 12:00 p.m. No one from the public was present or joined by teleconference for the public hearing. Secretary Anita Herman reported she posted the Budget Hearing and Foregone Reservation Hearing on August 4, 5, 6, and 7, 2020 at the locations listed on the agenda and they were ran in the Idaho Press Tribune on August 6<sup>th</sup> and 7<sup>th</sup>. Secretary/Clerk Anita Herman stated that she ran the FY 2020-2021 Budget Adoption and the Reservation of Foregone Increase Publications in the Idaho Press Tribune August 6 and August 7, 2020 and presented the board the Affidavit of Publications and Affidavit of Postings for their review. Chairman Virgil Holsclaw asked if anyone from the public had any questions or objections to the FY 2020-2021 Budget Adoption and/or the Reservation of Foregone Increase, but there wasn't anyone from the public in attendance. **Motion: Made By Commissioner David Lincoln: To Accept the FY 2020-2021 Budget Adoption Per Resolution 2020-11 and to Accept the Reservation of Foregone Increase Per Resolution 2020-10, and Authorize Chairman Holsclaw to Sign Resolution 2020-11 and Resolution 2020-10, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**Motion: Made by Commissioner David Lincoln: At 12:10 p.m. To Come Out of Public Hearing FY 2020-2021 Budget Adoption and Resolution 2020-10 Reservation of Foregone Increase, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

#### OLD

**BUSINESS:** None

**NEW**

**BUSINESS: ORDER OF PLAT APPROVAL – KALOS PLACE SUBDIVISION**

Director Gordon Bates reported to the Board that Kalos Place Subdivision is a two lot subdivision on the private portion of Crystal Road. (Director Bates stated after the meeting, not on the record, that the road should have been Quartz Lane not Crystal Road). Director Gordon Bates reported that it has the correct owner certificate, it has the correct Highway District's signature block noting there is no public dedication and no improvements to be made. Director Bates stated that he has approved the Final Plat dimensions and verified that all conditions required by this Highway District for Final Plat acceptance have been incorporated. **Motion: Made By Commissioner Fred Sarceda: To Approve and Authorize the Chairman to Sign the Mylar for the Plat Approval for Kalos Place Subdivision and Accept the Plat Approval for Case #FP-2020-01, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

**AUTHORIZE CHAIRMAN TO SIGN 2020 DOLLAR CERTIFICATION OF BUDGET REQUEST TO THE BOARD OF CANYON COUNTY COMMISSIONERS L-2**

**Motion: Made By Commissioner David Lincoln: To Approve and Authorize the Chairman to Sign the 2020 Dollar Certification of Budget Request to the Board of Canyon County Commissioners L-2, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**AUTHORIZE CHAIRMAN TO SIGN RECOMMENDATION FROM THE NINTH ANNUAL RURAL PRIORITIZATION WORK GROUP**

Director Gordon Bates presented the Ninth Annual Rural Prioritization Work Group report to the Board and recommended that they approve the recommendations from the work group and for the Chairman to sign the Recommendation from the Ninth Annual Rural Prioritization Work Group. **Motion: Made By Commissioner David Lincoln: To Approve and Authorize the Chairman to Sign the Recommendation From the Ninth Annual Rural Prioritization Work Group, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**CONSIDER RATING OF CONSULTANTS AND AWARD CONTRACT FOR HOMEDALE ROAD PROJECT DESIGN**

Director Gordon Bates presented the attached staff report. **Motion: Made By Commissioner Fred Sarceda: To Award the Homedale Road Project Consultant Contract to T-O Engineers for a Total Amount of \$73,373, Who Were Found Most Qualified, as Recommended by the Director of Highways and Authorize the Chairman to Administratively Sign the Contract Documents, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

CONSIDER RESOLUTION 2020-12 TO DESIGNATE 129,000 POUND ROUTE AND OVER-LENGTH ROUTE ON RED TOP ROAD AND ARENA VALLEY ROAD

Director Gordon Bates presented the attached staff report to the Board regarding the 129,000 Pound Route for Idaho Milk Transport for Red Top Road and Arena Valley Road. The requested route is four miles along Red Top Road and approximately ½ mile on Arena Valley Road to the Turner Dairy located at 21331 Arena Valley Road. Adam Bass, professional Engineer with Forsgren & Associates joined by teleconference. Director Bates stated that the Forsgren Report did not find major reasons to deny the route request. Adam Bass' recommendation was for the Highway District to coordinate with the owner and the applicant to see what is feasible for road improvements from their perspective and what is beneficial for the road system from the District's perspective. Director Gordon Bates recommendation to the Board is to accept the findings of the Forsgren Report and approve the Idaho Milk Truck Transportation request for the 129,000 pound truck route with Resolution 2020-12 and to approve the overall length not to exceed 115 feet with a maximum offtracking not to exceed 6.5 feet. **Motion: Made By Commissioner David Lincoln: To Accept the Findings of the Forsgren Report and Approve Resolution 2020-12 and Authorize the Chairman to Sign Resolution 2020-12, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

TYSON GRIFFETH WITH ALLEGIS FINANCIAL PARTNERS – LIFE INSURANCE AND DISABILITY PRESENTATION

Tyson Griffeth with Allegis Financial Partners presented the Board with a OneAmerica quote for life insurance and short term disability to replace our current insurance carrier. **Motion: Made By Commissioner David Lincoln: To Transfer the Group Life Insurance to OneAmerica, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried. **Amended Motion: Made By Commissioner David Lincoln: To Transfer the Group Life Insurance to OneAmerica and To Add Short Term Disability Benefit for Employees Through OneAmerica, Seconded by Commissioner Fred Sarceda.**

**ROAD**

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

**ENGINEER**

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

**ATTORNEY'S**

**REPORT:** Attorney William F. Gigray reported that he's worked on Resolution 2020-10 and Resolution 2020-11 that were taken care of during Public Hearing and Resolution 2020-12 during New Business, along with other budget documents and hearing notices. Attorney Gigray also sent a demand letter to Jay and Denise Harper on July 27, 2020. He provided information to Secretary Anita Herman regarding Covid-19 and social distancing for meeting rooms and sent an email to the District with his concern about an article he found in the Idaho Statesman regarding property taxes.

**GENERAL**

**MATTERS:** None

**COMMUN-**

**ICATIONS:** None

**MOJO**

**REPORT:** Commissioner Fred Sarceda didn't have anything new to report. Director Gordon Bates stated he reached out to the other highway districts and offered to put crushing bids together if needed and how to proceed.

**IAHD**

**REPORT:** Commissioner David Lincoln reported that he met the new Communications Director. And he said that he found out that the fuel tax has had an 11% increase from last year. They have formed a group with all the entities (school associations, fire district associations, sheriffs associations, highway associations, etc.) and they will have individual meetings with Senator Rice regarding property tax reform.

**ACCHD**

**REPORT:** None

**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 1:53 p.m. Next regular meeting is scheduled for September 10, 2020 at 11:30 a.m.

  
CHAIRMAN

  
SECRETARY

# Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

August 13, 2020

To: GGHD Commissioners

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

Subject: **129K Route – Idaho Milk Transport**  
**Red Top Road and Arena Valley Road**

The requested route is four miles along Red Top Road (west of HWY 95) and approximately ½ mile on Arena Valley Road to the Turner Dairy located at 21331 Arena Valley Road.



Address  
500 E. Golden Gate Ave.  
Wilder, ID 83676

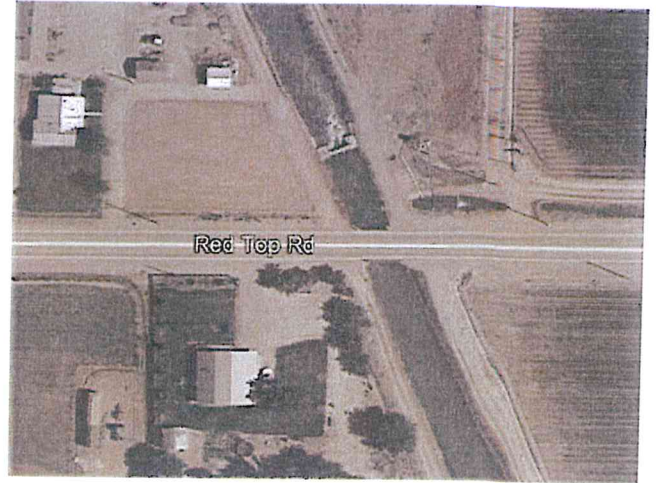
Phone 208. 482.6267  
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# Golden Gate Highway District No. 3

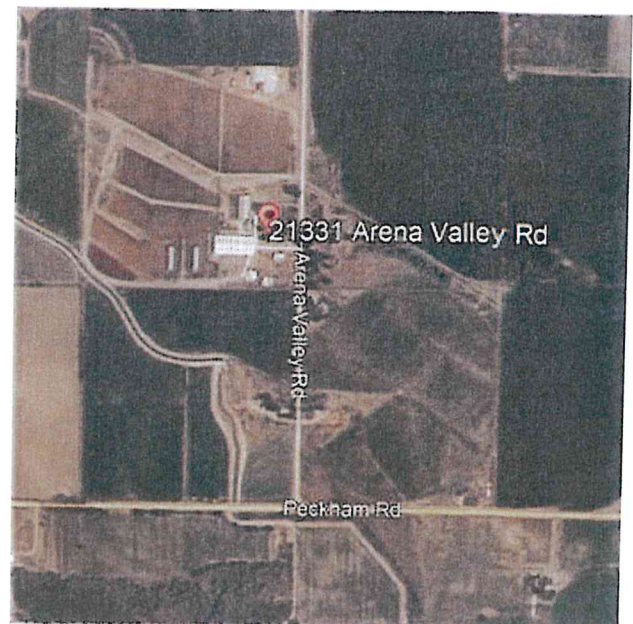
Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

A summary of current roadway conditions is as follows:

1. **Red Top Road** is under GGHD jurisdiction. The proposed route is west of HWY 95. This segment is classified as a Minor Arterial. Road surface is Bituminous Surface Treatment (BST) with a width of 26-ft. for 1.5 miles and then 24-ft wide for the westerly 2.5 miles. The roadway has not been engineered for truck loads. Transverse cracks less than  $\frac{1}{4}$ " exist on Red Top road west of Rodeo Lane and continuing west of Arena Valley Road. There is a bridge under 20-ft span 1.27 miles west of HWY 95.



2. **Arena Valley Road** is under GGHD jurisdiction. This segment is classified as a Minor Collector. Road surface is BST with a width varying from 19 to 20 feet. The roadway has not been engineered for truck loads. BST has transverse cracking  $\frac{1}{4}$ " to  $\frac{1}{2}$ " wide. Turner Dairy is located south of Red Top Road.



LHTAC, Kevin Kuther P.E., provided assistance with scope of analysis, compliance with Idaho Code and coordination with ITD. Most helpful is the LHTAC provided *Guide to Assist Idaho Local Highway Jurisdictions in Evaluating Route Requests for Trucks Up to 129,000 Pounds*. This document was prepared by the National Institute for Advanced Transportation Technology, University of Idaho, 2016.

Forsgren Associates was selected from the Idaho Transportation Department Term List of qualified consultants to provide independent technical analysis. The analysis will provide required information related to public safety concerns and the potentially limited structural capacity of the pavement and



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# Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

bridge in accordance with Idaho Code 49-1004A.3. The *129,000 lb Route Report* prepared by Forsgren Associates and American Geotechnics (hereafter the Forsgren Report) has been reviewed by both myself and Kevin Kuther of LHTAC. The Forsgren Report did not find major reasons to deny the route request. Minor items of note in the Forsgren Report are as follows:

- a. Extend the paved radius on the southeast corner of the Red Top Road & Arena Valley Road intersection (power pole to remain).
- b. Add 2-ft wide paved wing out at the dairy entrance and exit to protect edge of pavement.
- c. Non-peak hour hauling schedule to avoid morning, after school and evening traffic.
- d. Monitor roadways for accelerating pavement deterioration such as rutting, shoving & cracking.

129K trucks have both excess weight (over 105,500 pounds) and over-length. Items a & b above are due to on-site 129K truck driving observations. Said milk truck was empty during the test run. It has an overall length of 104-ft with calculated offtracking of 5.68-ft. Offtracking is where the front wheel path and rear or trailer wheel path are not the same. Please reference the videos of the dairy entrance, dairy exit and intersection at Red Top Road & Arena Valley Road.

Idaho Code 49-1004B Special Route Designations and Permits by Local Authorities provides for the designation of 129K Routes, update to the 129K route and the revocation of a 129K route. It is critical to note that a 129K route is not permanent and can be altered in the future in response to changing physical and safety consequences.

Therefore, it is my recommendation to 1) accept the findings of the Forsgren Report and information received at the public meeting; 2) approve the Idaho Milk Transport request to designate segments of Red Top Road and Arena Valley Road as a 129,000 pound truck route by Resolution; and 3) approve the Overall length to not exceed 115-ft with a maximum offtracking not to exceed 6.5-ft.

Permitting on the 129,000 pound route can be done by ITD via a State-Local Over-Legal Permit Agreement. The Highway District will need to notify ITD of the route designation for inclusion on the state-wide approved route map.



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# Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

August 13, 2020

To: GGHD Commissioners

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

Subject: Award of Consultant Contract for the Homedale Road Project

A Request for Information was sent on 6/18/2020 to five (5) consulting firms in accordance with Highway District Policy and Idaho Code 67-2320. Each firm is pre-qualified for the Term Agreement List by the Idaho Transportation Department. The selection committee consisted of myself, Casey Percifield and Lee Belt of the City of Greenleaf. The responses were rated individually and then reviewed. Total rating scores are as follows:

1. T-O Engineers, score = 257
2. Forsgren Associates, score = 247
3. Keller Associates, score = 225
4. Paragon Consulting, score = 217

Note that HMM Engineering teamed up with Paragon Consulting.

Based upon selection committee ratings, fee negotiations were made with T-O Engineers, Inc. pursuant to Idaho Code 67-2320. Fees for survey (near HWY95), geotechnical investigation, concept development, bridge options, irrigation crossing modification, preliminary estimates, and 75% planset. Final design costs are variable and will be determined when concepts and preliminary estimates are accepted by the Highway District.

It is my recommendation to award the consultant contract to T-O Engineers for the negotiated amount to best serve the interests of the Highway District.

A suggested motion would be: **I move to award the Homedale Road Project consultant contract to T-O Engineers for a total amount of \$73,373.00 as recommended by the Director of Highways. I also move to authorize the Chairman to administratively sign the contract documents.**



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# Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

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August 13, 2020

To: GGHD Commissioners

From: Casey Percifield

**Subject: Road Report for August 2020**  
This past month the crew has accomplished:

- Dura Patched for City of Greenleaf and Wilder
- Did radius on chip seal roads
- Fog sealed four Sub's
- Hauled remaining pile of pit run from Mojo
- Graded gravel roads
- Finished paint striping
- Repaired guardrail on bridge, Lonkey Ln
- Dura Patched
- Spot sprayed for Kochia weeds

Next month's projects:

- Shoulder work on next year's chip seal roads. Pull borrow ditches and haul off dirt to make room for drainage, and add ¾ roadmix to shoulders.
- Work on dura patcher and chip box



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# Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

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August 13, 2020

To: GGHD Commissioners

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

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

- Peckham Road KN13964 & KN22101 Peckham Rd Freight combined project. Freight design moving forward.
- Homedale Road – Consultant rating and fee negotiations.
- 129K truck Route to Turner Dairy on Arena Valley Road via Red Top Road. Worked with LHTAC and Consultant on evaluation & recommendations.
- Gator Pit turn lane issued construction permit held pre-con meeting and conducting site visits.
- 600 acre gravel pit pre-application meeting. Discussed impacts to Howe Road, traffic impact study, etc.
- Fog seal in four subdivisions went OK. Worked to get sprinklers off roadway and communicate limited access to landowners.
- All-Hazard Plan final documents submitted.



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