

**GOLDEN GATE HIGHWAY DISTRICT NO. 3
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA**

	Date	Time	Location
	March 14, 2019	11:30 A.M.	Commissioner Meeting Room 500 E. Golden Gate Ave. Wilder, ID 83676
Action Items	ACTION ITEM NOTATION INFORMATION: Any agenda item that requires a vote of the Board of Commissioners is identified with the appearance of the "Action Items" in the left column of this Meeting Agenda posting. The appearance of the "Action Items" does not require that a vote to be taken on that item. "Action Items" designation is inclusive of all items listed in the same agenda number row.		
1.	CALL TO ORDER:		
2.	ROLL CALL:		
3.	COMMISSIONER RECEPTION:		
Action Items	<p>3. APPROVAL OF BOARD MEETING AGENDA NOTICE POSTINGS REPORT BY THE SECRETARY INCLUSIVE OF WEBSITE OR SOCIAL MEDIA PLATFORM POSTINGS WHEN MAINTAINED BY THE DISTRICT:</p> <ul style="list-style-type: none"> • Report of the Secretary on agenda notice postings inclusive of any amended agenda notice postings. • Motion to receive Secretary's agenda notice posting report, and set agenda. • Motion to Approve {if necessary} the amended agenda as last posted. <p>Procedure to follow to amend the Agenda after the Meeting is started: In the event the Board needs to take final action on an emergency matter not included in the approved posted agenda, a motion must first be made stating: why the item was not reasonably anticipated to be on the agenda and stating the facts of the reason for the emergency. An emergency must be a situation involving injury or damage to persons or property, or immediate financial loss, or the likelihood of such injury, damage or loss, when the notice requirements of such agenda posting will make such notice impracticable, or increase the likelihood or severity of such injury, damage or loss. The motion and the basis for this motion must be included in the minutes of this meeting.</p>		
4.	PUBLIC INPUT:		
5.	VISITORS:		
Action Items	<p>6. MEETING MINUTES APPROVAL:</p> <ul style="list-style-type: none"> • Approval of Meeting Minutes and Resolution Authorizing Secretary's Records Destruction Request of Meeting Audio Tape [Unclassified Record] Subject Meeting Dates: Regular Meeting February 13, 2019 & Special Meeting February 21, 2019. 		
Action Items	<p>7. TREASURER'S REPORT AND BOARD APPROVAL OF BILLS:</p> <ul style="list-style-type: none"> • Treasure Report/I.C. § 57-135 compliance submittal of written financial report which includes the amount of funds in the District's treasury as such funds are deposited or invested. <ul style="list-style-type: none"> ➤ Consider motion to Receive and Approve the Treasurer's report. • Treasurer's Recommendation for approval by the Board to invest certified funds on deposit as permitted by Idaho Code Section 67-1210 which are not presently needed for the payment of expenditures until the next regular meeting (the certified period). • Ordinary and necessary bills to be paid presented by the Treasurer. <ul style="list-style-type: none"> ➤ Reviewed, by the Commissioners, of the bills together with the assignment of budget line item for each expenditures for approval as recommended by the Treasurer. <ul style="list-style-type: none"> • Suggested motion: "I move for the disbursement of funds from the District's treasury for the payment of the bills in the total sum of \$ _____, as presented by the Treasurer, be authorized and approved. This includes Expenses of \$ _____ and Payroll of \$ _____." 		
Action Items	8. PUBLIC HEARINGS:		
Action Items	<p>9. OLD BUSINESS:</p> <ul style="list-style-type: none"> • Discuss Function Classification Map Update 		

<p>10.</p> <p>Action Items</p>	<p>NEW BUSINESS:</p> <ul style="list-style-type: none"> • Authorize Chairman to Sign Temporary Construction Easements and Resolution • Authorize Chairman to Sign Consent to Use Agreement Contracts from Bureau of Reclamation • Authorize Secretary to Sign Blue Cross & NueSynergy Renewal Documents • Authorization to Advertise for Bids for Peckham Road Rebuild • Liquid Asphalt Piggyback Purchase • Set Road Tour Date
<p>11.</p>	<p>REPORTS:</p> <ul style="list-style-type: none"> • Operation Report – Casey Percifield • Director/Engineer Report – Gordon Bates • Attorney’s Report – Wm. F. Gigray, III
<p>12.</p>	<p>GENERAL MATTERS</p> <ul style="list-style-type: none"> • Discussion regarding general matters with staff related to the operations of the District. No action will be taken.
<p>13.</p>	<p>COMMUNICATIONS:</p>
<p>14.</p>	<p>MOJO REPORT:</p>
<p>15.</p>	<p>IAHD REPORT:</p>
<p>16.</p>	<p>ACCHD REPORT:</p>
<p>17</p>	<p>COMPASS REPORT:</p>
<p>18.</p> <p>Action Items</p>	<p>EXECUTIVE SESSION UNDER IDAHO CODE § 74-206 (1) (a), (b), (c), (d), (e), (f), OR (i).</p> <ul style="list-style-type: none"> • If needed. [The Action item is the motion calling for executive session and identification of the statutory authorization and who outside of the Commissioners will be in attendance] The motion, if seconded, requires a roll call vote. • The Action item is also the voice vote to come out of executive session and resume regular session. <p>*No final action or final decision will be taken or made in executive session.</p>
<p>19.</p>	<p>NEXT MEETING OF THE BOARD:</p> <ul style="list-style-type: none"> • The next Board Meeting is: _____.
<p>20.</p>	<p>ADJOURNMENT</p>

Signed: Genia Watkins, Genia Watkins/Secretary Date/Time Posted: 3/12/19 @ 10:30 a.m.

Agenda Posting: Post agenda 48 hours in advance of regular meeting and 24 hours in advance of special meeting.

Golden Gate Highway District No. 3
500 E. Golden Gate Avenue
Wilder, ID 83676

US Postal Service
109 5th Street
Wilder, ID 83676

City of Wilder
107 4th Street
Wilder, ID 83676

City of Greenleaf
20523 N. Whittier
Greenleaf, ID 83626

DISTRICT SECRETARY'S 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

March 14, 2019

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday, March 14, 2019 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 Genia Watkins.

ABSENT: None

AGENDA

REVIEW: Secretary Genia Watkins reported she posted the agenda for the regular meeting Tuesday, March 12, 2019 at 10:30 a.m. at the locations listed on the agenda. **Motion: Made by Commissioner David Lincoln: 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 meetings were read. **Motion: Made By Commissioner David Lincoln: To Approve The Minutes of Regular Meeting on February 13, 2019 and Special Meeting on February 21, 2019, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

SECRETARY'S

RECORD DESTRUCTION

REQUEST: Review of the meetings minutes. Secretary Genia Watkins presented the Minutes of Regular Meeting on February 13, 2019 and Special Meeting on February 21, 2019.

Motion: Made By Commissioner David Lincoln: To Accept the Minutes and by Resolution Authorize the Secretary's Record Destruction Request, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

FINANCIAL

REPORT: Secretary/Treasurer Genia Watkins gave the financial report as follows. The expenses for February 14, 2019 through March 14, 2019 were \$85,297.59, payroll for February 14, 2019 through March 14, 2019 was \$42,887.20 for a total of \$128,184.79. **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 \$128,184.79 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

PUBLIC

HEARING: None

OLD

BUSINESS: DISCUSS FUNCTION CLASSIFICATION MAP UPDATE

Director Gordon Bates recommended that COMPASS continue our map project and implement our changes in the Canyon County updated map when its completed.

NEW

BUSINESS: AUTHORIZE CHAIRMAN TO SIGN TEMPORARY CONSTRUCTION EASEMENTS AND RESOLUTION

Attorney William F. Gigray stated that these easements are necessary for FY2019 Culvert Rehabilitation Project. Resolution allows Director to sign these per Commissioner's approval. Exhibits will be attached to Resolution as they are completed. **Motion: Made By Commissioner David Lincoln: To Approve Resolution 2019-04, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN CONSENT TO USE AGREEMENT CONTRACTS FROM BUREAU OF RECLAMATION

Contracts are for work that will be done for the FY2019 Culvert Rehabilitation Project. **Motion: Made By Commissioner Fred Sarceda: To Adopt Resolution 2019-03, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

AUTHORIZE SECRETARY TO SIGN BLUE CROSS & NUESYNERGY RENEWAL DOCUMENTS

Signature is needed for new health insurance year. Changes have been updated for new Blue Cross plan as well as deductible plan. **Motion: Made By Commissioner David Lincoln: To Authorize Secretary to Sign Renewal Documents, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

AUTHORIZATION TO ADVERTISE FOR BIDS FOR PECKHAM ROAD REBUILD

Director Gordon Bates presented bid advertisement for Peckham Road Rebuild. Bids will be opened on April 9, 2019 at 11:00 a.m. First notice will run Friday, March 22, 2019. **Motion: Made By Commissioner David Lincoln: To Authorize Advertisement for Bids for Peckham Road Rebuild, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

LIQUID ASPHALT PIGGYBACK PURCHASE

Director Gordon Bates discussed attached memo. Cost is slightly higher than previous year. **Motion: Made By Commissioner Fred Sarceda: To Approve Piggyback Purchase of 2019 Liquid Asphalt Grades CRS-2R, MC-500, Quickseal 50, DP-1 and CRS-2 With Idaho Asphalt Supply, Inc., For The Unit Prices on The Power County Highway District Award Along With Unit Prices for Freight And Distributor Service. Total Tonnage of Liquid Asphalt May be Adjusted at The Discretion of The Director of Highways And Authorize Chairman to Administratively Sign Contract Documents, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

SET ROAD TOUR DATE

Discussion was held regarding best time for Commissioner's road tour. **Motion: Made By Commissioner David Lincoln: To Schedule 2019 Commissioner's Road Tour for Monday, March 25th, 2019 at 10:00 a.m., Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

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 gave legislative updates on new bills that are progressing in either the House or Senate that pertains to highway districts regarding; funding, heavy loads, RR crossing signage, surplus property, publication policies, and exemptions.

GENERAL

MATTERS: Secretary Genia Watkins stated that Wells Fargo received our notice of cancellation on the old copier. They should be sending information on where and how to return the old machine. Secretary Genia Watkins also stated that the Canyon County final certification of values for 2018 was within our estimation and that we did not have to do anything additional. Secretary Genia Watkins stated that she received two petitions for candidacy for Commissioner for Sub District No. 3; Alfred Sarceda, and Justyn Amick.

COMMUN-

ICATIONS: None

MOJO

REPORT: Next meeting is scheduled for April 18, 2019 at Notus Parma Highway District.

IAHD

REPORT: Commissioner David Lincoln stated that during IAHD board meeting they discussed having regional meetings for clerks that will happen in August. 2019 IAHD Convention will be held November 20 – 22, 2019 at Boise Centre. Commissioner Lincoln stated that ACHD resigned from IAHD.

ACCHD

REPORT: Next meeting is scheduled for April 18, 2019 at Notus Parma Highway District.

COMPASS

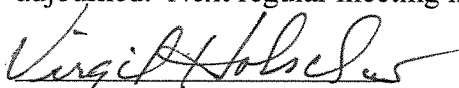
REPORT: Director Gordon Bates stated that COMPASS just wrapped up Communities in Motion plan to 2040 and is available to review online.

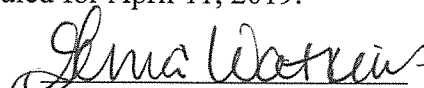
EXECUTIVE

SESSION: None

ADJOURN-

MENT: There being no further business to come before the Commissioners, the meeting was adjourned. Next regular meeting is scheduled for April 11, 2019.


CHAIRMAN


SECRETARY

**2019 Peckham Road Pavement Project
Golden Gate Highway District No. 3**

NOTICE OF ADVERTISEMENT FOR BIDS

Sealed Bids for the 2019 Peckham Road Rebuild Project will be received by Golden Gate Highway District No. 3 (hereafter "District") at their office located at 500 E. Golden Gate Ave, Wilder, Idaho 83676, until the hour of 11:00am (MST) on the 9th day of April, 2019, and then, publically opened and read aloud.

The project generally consists of constructing 0.8 miles of a 0.26-foot thickness of asphalt paving in one lift, with a typical width of 26-feet on top of existing gravel base course, including:

- Approximately 2,100 tons of plant mix asphalt paving.
- Final blading of existing gravel base course. Highway District will rebuild road bed prior to pavement.

The work performed under this contract shall be complete in its entirety on or before September 27, 2019.

Bid forms, bidder's instructions, and specifications and contract forms may be examined at the following location:

1. Golden Gate Highway District No. 3 - 500 E. Golden Gate Ave, Wilder, Idaho 83676.
2. Associated General Contractors - 1649 W. Shoreline Drive, Suite 100, Boise, Idaho 83702
3. Copies may be obtained at the Golden Gate Highway District No. 3 - E. 500 Golden Gate Ave, Wilder, Idaho 83676, Phone 208-482-6267. Purchase cost is \$50.00 (refundable upon return of plan set) plus a \$15.00 shipping charge (non-refundable).

It is the intent of these documents to describe the required work in sufficient detail to secure comparable bids. All parts or tasks necessary to complete said work that is not specifically mentioned shall conform to all Local, State & Federal requirements and shall be included as an incidental cost within the bid.

A pre-bid conference will not be held.

Bids must be signed and accompanied by evidence of authority to sign. All bids shall be presented or otherwise delivered to the Clerk of the Golden Gate highway District No. 3 under seal with a concise statement marked on the outside thereof identifying the expenditure to which the bid pertains.

The OWNER will consider all bids on a basis consistent with the bid documents in determining the lowest responsive bid. Before awarding a contract, the OWNER will conduct such investigation as necessary to determine that the apparent low bidder has sufficient performance record & ability to perform the specified work. Bidder shall submit such information as requested by the OWNER.

All bids shall contain one of the following forms of bidder's security in an amount equal to 5% of the amount bid: cash, cashier's check, certified check or bid bond. Said bid security shall be forfeited to the District as liquidated damages in the event that the successful bidder fails to enter into contract in accordance with their proposal as specified in the bid documents.

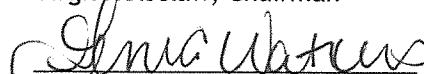
Bids will remain subject to acceptance for 30 days after the bid opening.

The right is reserved to reject any or all Bids, to waive non-material irregularities and to accept the bid deemed most advantageous to the best interest of the District.

Dated this 14th day of March, 2019.


Virgil Holsclaw, Chairman

Attested by:


Genia Watkins, Clerk

Publish: March 22nd and 29th, 2019.

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, Fred Sarceda, David Lincoln

March 14, 2019

To: GGHD Commissioners

From: Gordon Bates, P.E.
Director of Highways

Subject: **2019 Liquid Asphalt Oil Piggyback and Freight/Distributor Service Contract Approval**

Please reference the attached offer from Idaho Asphalt Supply, Inc. to piggyback CRS-2R, MC-500, Quickseal 50, DP-1 and CRS-2 liquid asphalt emulsions from the 2019 Power County Highway District contract award.

I have reviewed the Power County Highway District bid. IC 67-2803(1) provides for the exemption from bidding requirements for the purchase of personal property that has already been competitively bid. My recommendation is that the piggyback offer is in the best interest of the Highway District.

The offer from Idaho Asphalt Supply, Inc, also includes "freight" charge of \$17.00 per ton and "distributor service" charge of \$36.00 per ton. These are separate costs and not a piggyback. The Highway District hauls and applies DP-1 and CRS-2 for dura-patching. It is estimated that the total contract value for freight is \$12,835 (haul CRS-2R, MC-500, Quickseal 50) and distributor service is \$25,920 (apply CRS-2R and Quickseal 50). This is below \$50,000 and exempt from bidding per IC 67-2803 (2). My recommendation is to accept the proposal for Freight and Distributor Service.

A suggested motion would be: **I move to approve the piggyback purchase of 2019 Liquid Asphalt grades CRS-2R, MC-500, Quickseal 50, DP-1 and CRS-2 with Idaho Asphalt Supply, Inc. for the unit prices on the 2019 Power County Highway District contract award along with unit prices for Freight and Distributor Service. Total tonnage of liquid asphalt may be adjusted at the discretion of the Director of Highways. I also move to authorize the Chairman to administratively sign the contract documents.**



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

March 14, 2019

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for March 2019

This past month the crew has accomplished:

- Shop maintenance
- Installed 12" pipe on Bluff Ln
- Installed 12" pipe on Fern Ln
- Started sweeping sand off roadway
- Started grading gravel roads
- Hauled gravel to Arena Valley Rd

Next month's projects:

- Shop, and equipment maintenance
- Replace pipe on Batt Corner Rd, 30"
- Install pipe on Red Top Rd, 12" with catch basin
- Grading gravel Roads
- Sweeping sand off roadway
- Shoulder work on Dixie
- Shoulder work on Jacks Rd
- Borrow pit work on Homedale Rd
- Pot Hole Fiber optic line Peckham Rd
- Haul gravel to Tucker Rd
- Dura Patching



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Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

March 14, 2019

To: GGHD Commissioners

From: Gordon Bates, P.E.

Subject: Director's Report for March 2019

- FY2019 Culvert Rehab Project – Completed numerous temporary construction easements. Starting on Jacks Road today. Expect to complete 5 locations this spring. Will provide construction oversight.
- Peckham Road R/W plan approved and appraisals underway.
- ClearSpan structure – Bid & awarded asphalt pad and eco-block contracts. Reviewing Clear Span contract. Wish they would have sent it months ago...
- Fargo High Line at Batt Corner Road - Bureau of Reclamation Crossing Agreement ready for signature.
- Travis Rd Bridge #27200 – Field verified dimensions for Redi-deck by TrueNorth Steel. Ran out of time to get deck replacement done before water in the Golden Gate Canal. Steel plate on the deck is holding up well.
- Functional Classification Map – RTAC recommended that COMPASS do a County wide update. Do we want to push ours forward separately?
- Received materials for sign & safety upgrades at 62 intersections (LHSIP Grant).
- Provided testimony for HB 1049 to increase surplus value to \$10,000.



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