

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

Date	Time	Location
October 8, 2019	11:30 A.M.	Commissioner Meeting Room 500 E. Golden Gate Ave. Wilder, ID 83676
<p>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.</p>		
1.	CALL TO ORDER:	
2.	ROLL CALL:	
3.	COMMISSIONER RECEPTION:	
4. <i>ACTION ITEM</i>	<p>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>	
5.	PUBLIC INPUT:	
6.	VISITORS:	
7. <i>ON ITEM</i>	<p>MEETING MINUTES APPROVAL:</p> <ul style="list-style-type: none"> • Approval of Meeting Minutes of Regular Meeting September 12, 2019. 	
8. <i>ACTION ITEM</i>	<p>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 \$ _____." 	
9. <i>ACTION ITEM</i>	<p>PUBLIC HEARINGS:</p> <ul style="list-style-type: none"> • Continue Schmidt Construction, Inc. Show Cause Hearing – Variance 2018-01 @ 12:15 p.m. • Continue 2nd Street Reclassification to Open Right of Way @12:30 p.m. • Continue David Christensen – ROW Reclassification for Signature Pointe Lane – 12:45 p.m. 	
10. <i>ACTION ITEM</i>	<p>OLD BUSINESS:</p> <ul style="list-style-type: none"> • Exceptional Service Award 	
11. <i>ACTION ITEM</i>	<p>NEW BUSINESS:</p> <ul style="list-style-type: none"> • Appointment of Officers: Director of Highways Board Secretary/Clerk Highway District Attorney 	

	<p style="text-align: center;">District Engineer</p> <ul style="list-style-type: none"> • Election of Officers: <ul style="list-style-type: none"> Board Chairman Board Vice Chairman • Election of MOJO Representative • Tamura Farm Lease • Authorize Approval of 2020 HRA Renewal • Valley Regional Transit FY2020 Membership Assessment • Approve Resolution 2019-03 Employee Travel Time Requirement • Authorize Signatures for Local Public Agency's Certificate of Completion of ROW Activities • Weed Control Chemical Purchase • Approve Order of Final Plat Acceptance – Noah's Landing Subdivision • Approve Order of Final Plat Acceptance – 2nd Replat of Munn Ranch Subdivision – Lots 1 & 2, Block 2 • Brunello Court Borrow Ditch Erosion Control Options
12.	<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
13.	<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.
14.	COMMUNICATIONS:
15.	MOJO REPORT:
16.	IAHD REPORT:
17.	ACCHD REPORT:
18.	COMPASS REPORT:
19.	<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 style="text-align: center;">*No final action or final decision will be taken or made in executive session.</p>
20.	<p>NEXT MEETING OF THE BOARD:</p> <ul style="list-style-type: none"> • The next Board Meeting is: _____.
21.	ADJOURNMENT

Signed: Genia Watkins, Genia Watkins/Secretary Date/Time Posted: 10/31/19 @ 1:45 p.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

October 8, 2019

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Tuesday, October 8, 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 Thursday, October 3, 2019 at 1:45 p.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: Mike Gooding
David Christensen

PUBLIC INPUT:

Mike Gooding stated that he had not heard back for the Highway District regarding a complaint he filed last year regarding a location within the district that he thought was unsafe and needed attention. He would appreciate something being done regarding that. Also, Mr. Gooding stated that twice over the last few years he has received requests to clean up mud from farming operations from the Highway District. He would like some clarification over the laws and liability issues regarding this. Director Gordon Bates stated that he would look for his records regarding the property in questions and be in touch with property owner regarding upgrades. Regarding the mud on the road, discussion was held regarding proper protocol for these issues. Commissioners feel like it is up to the Director and Road Foreman to use their discretion when this matter is concerned, but if the road debris is too hazardous, just close the road.

MINUTES READ AND

APPROVED: Minutes of the meetings were read. **Motion: Made By Commissioner David Lincoln: To Approve The Minutes of Regular Meeting on September 12, 2019, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**SECRETARY'S
RECORD DE-
STRUCTION**

REQUEST: After review of the meetings minutes. **Motion: Made By Commissioner David Lincoln: To Accept the Minutes, 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 September 13, 2019 through October 8, 2019 were \$90,974.30, payroll for September 13, 2019 through October 10, 2019 was \$40,347.60 for a total of \$131,321.90. **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 \$131,321.90 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner David Lincoln.** The vote was unanimous. Motion carried.

PUBLIC

HEARING: SCHMIDT CONSTRUCTION, INC. SHOW CAUSE HEARING – VARIANCE 2018-01 @ 12:15 P.M.

Tabled until November board meeting.

CONTINUE 2nd STREET RECLASSIFICATION TO OPEN RIGHT OF WAY

Motion: Made By Commissioner David Lincoln: To Continue 2nd Street Reclassification Public Hearing At 1:23 P.M, Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

Attorney William F. Gigray stated that he would proceed with the reading of the Findings of Fact, Conclusions of Law and Grant of Application for Reclassification Subject to Conditions Precedent as directed by the Commissioners.

Motion: Made By Commissioner David Lincoln: To Accept Findings of Fact, Conclusion of Law and Order of Decision And Order of Reclassification Subject to Conditions as Drafted by William F. Gigray, Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

Motion: Made By Commissioner David Lincoln: To Continue the 2nd Street Reclassification Public Hearing The Next Regularly Scheduled Meeting Set

November 14, 2019 at 12:30 P.M., Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

Motion: Made By Commissioner David Lincoln: To Recess The 2nd Street Reclassification Public Hearing At 12:35 P.M., Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

OLD

BUSINESS: EXCEPTIONAL SERVICE AWARD

Director Gordon Bates stated that he and road foreman Casey Percifield would like to be able to change the award to be when needed instead of quarterly. Our current budget has an allowance for 4 awards, but are not all necessarily awarded.

Motion: Made By Commissioner David Lincoln: To Award Exceptional Service Award as Suggested, Seconded By Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

NEW

BUSINESS: APPOINTMENT OF OFFICERS

Motion: Made By Commissioner Fred Sarceda: To Appoint Gordon Bates as Director of Highways, Genia Watkins as Secretary/Clerk, William F. Gigray III as Attorney and Gordon Bates as District Engineer For A Term Of One Year, Seconded By Commissioner David Lincoln. The Vote Was Unanimous. Motion carried.

ELECTION OF OFFICERS

Motion: Made By Commissioner David Lincoln: To Appoint Commissioner Virgil Holsclaw As Chairman and Commissioner Fred Sarceda as Vice Chairman For FY 2020 Effective November 14, 2018, Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous. Motion carried.

ELECTION OF MOJO REPRESENTATIVE

Motion: Made By Commissioner David Lincoln: To Appoint Fred Sarceda as the MOJO Representative, Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous. Motion carried.

TAMURA FARM LEASE

Motion: Made By Commissioner Fred Sarceda: To Renew The Tamura Farms Lease Of Real Property For Agricultural Purposes For an Annual Payment Of \$4,000.00, Seconded By Commissioner David Lincoln. The Vote Was Unanimous. Motion carried.

**CONTINUED
PUBLIC**

**HEARING: CONTINUE DAVID CHRISTENSEN – ROW RECLASSIFICATION FOR
SIGNATURE POINTE LANE**

**Motion: Made By Commissioner David Lincoln: To Continue The ROW
Reclassification for Signature Pointe Lane Public Hearing At 12:45 P.M, Seconded
By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

Director Gordon Bates asked Secretary Genia Watkins to add the following exhibits as evidence:

- Exhibit M – Memo from Director Gordon Bates
- Exhibit N – Original Affidavit of Mailing

**Motion: Made By Commissioner David Lincoln: To Accept The Exhibits As
Presented By The Clerk, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

Director Gordon Bates read through Exhibit M and stated that all conditions have been met by applicant David Christensen. Mr. Bates referenced Exhibits H & J to show work that has been completed. Commissioner Sarceda asked what Exhibit K is showing, Director Bates stated it was a patch that was completed on the roadway.

David Christensen stated that he had no objections or comments.

Attorney William F. Gigray stated that he will work with Director Gordon Bates on completing the proper legal documents for the next meeting.

**Motion: Made By Commissioner David Lincoln: To Accept Director Gordon Bates
Recommendations and Authorize Attorney William F. Gigray to Draft Findings of
Fact, Conclusion of Law and Order of Decision And Order of Reclassification
Subject to Completion of Maintenance Agreements as Drafted by William F.
Gigray, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**Motion: Made By Commissioner David Lincoln: To Continue the ROW
Reclassification for Signature Pointe Lane Public Hearing to The Next Regularly
Scheduled Meeting Set November 14, 2019 at 12:00 P.M., Seconded By
Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**Motion: Made By Commissioner David Lincoln: To Recess ROW Reclassification
for Signature Pointe Lane Public Hearing At 12:45 P.M., Seconded By
Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

AUTHORIZE APPROVAL OF 2020 HRA RENEWAL

Secretary Genia Watkins stated that she needed authorization to renew with NueSynergy for our health insurance buy down program.

Motion: Made By Commissioner Fred Sarceda: To Approve Renewal of HRA Program with NueSynergy for 2020, Seconded By Commissioner David Lincoln. The Vote Was Unanimous. Motion carried.

VALLEY REGIONAL TRANSIT FY2020 MEMBERSHIP ASSESSMENT

Motion: Made By Commissioner Fred Sarceda: To Approve Agreement With Valley Regional Transit And Pay Membership Assessment, Seconded By Commissioner David Lincoln. The Vote Was Unanimous. Motion carried.

APPROVE RESOLUTION 2019-03 EMPLOYEE TRAVEL TIME REQUIREMENT

Motion: Made By Commissioner Fred Sarceda: To Approve Resolution 2019-13, Employee Travel Time Requirement, Seconded By Commissioner David Lincoln. The Vote Was Unanimous. Motion carried.

AUTHORIZE SIGNATURES FOR LOCAL PUBLIC AGENCY'S CERTIFICATE OF COMPLETION OF ROW ACTIVITIES

Director Gordon Bates stated that this document is the final step in completing the proof of work done for the sign intersection grant what the district received.

Motion: Made By Commissioner David Lincoln: To Authorize Chairman Signature on Certificate of Completion of Right-of-Way Activities, Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous. Motion carried.

WEED CONTROL CHEMICAL PURCHASE

Director Gordon Bates discussed the attached memo. Esplanade, Payload, and Method will be purchased from Wilbur-Ellis, and Telar will be purchased from Helena-Agri.

Motion: Made By Commissioner David Lincoln: To Approve Purchase of FY2020 Weed Control Chemicals As Discussed Above, Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous. Motion carried.

APPROVE ORDER OF FINAL PLAT ACCEPTANCE – NOAH'S LANDING SUBDIVISION

Motion: Made By Commissioner Fred Sarceda: To Approve Final Plat Acceptance For Noahs Landing Subdivision Case No FP-2019-01, Seconded By Commissioner David Lincoln. The Vote Was Unanimous. Motion carried.

APPROVE ORDER OF FINAL PLAT ACCEPTANCE – 2ND REPLAT OF MUNN RANCH SUBDIVISION – LOTS 1 & 2, BLOCK 2

Motion: Made By Commissioner Fred Sarceda: To Approve Final Plat Acceptance For 2nd Replat of Munn Ranch Subdivision Lots 1-2, Block 2, Case No FP-2019-02, Seconded By Commissioner David Lincoln. The Vote Was Unanimous. Motion carried.

BRUNELLO COURT BORROW DITCH EROSION CONTROL OPTIONS

Director Gordon Bates discussed the attached memo. Discussion was held regarding the best long term solution for the sub division and how to handle these situations in the future. Cleaning out the sand traps will be difficult because of the placement of them. Commissioner's directed Director Gordon Bates to correspond with the HOA on how they would like to partner with the Highway District to remedy this issue.

ROAD

REPORT: Road Foreman Casey Percifield discussed the attached report. Commissioner Fred Sarceda stated that he has been witness to vehicles spinning circles on freshly graded roads. Road Foreman Casey Percifield stated that the best course of action would be to call the sheriff's department. Also, curbing along Homedale Road is being beat up, he will look into how to fix it.

ENGINEER

REPORT: Director/Engineer Gordon Bates discussed the attached report. He will get some information on plans and costs for Case Lane Bridge for the November meeting.

ATTORNEY'S

REPORT: Attorney William F. Gigray stated that most of the stuff he has been working on has already been covered previously in the meeting.

GENERAL

MATTERS: Road Foreman Casey Percifield stated that he needed some direction from the Board on how to treat situations where the public is upset over how he decides to treat situations. Commissioner Fred Sarceda stated that it would be a good idea to have a meeting with the area's hop farmers to address what the Highway District expects of them, and vice versa regarding road conditions. Attorney William F. Gigray stated that if we needed to add some language in the District Policy Code, we can address that as well.

COMMUN-

ICATIONS: Director Gordon Bates passed out survey cards that COMPASS would like us to participate in.

MOJO

REPORT: Next meeting is October 17, 2019.

IAHD

REPORT: Convention is coming up November 20 – 22, 2019. Commissioner David Lincoln stated that the agenda would be finalized soon.

**ACCHD
REPORT:** Next meeting is October 17, 2019.

**COMPASS
REPORT:** None

**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 December 12, 2019.


CHAIRMAN


SECRETARY

Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

October 8, 2019

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for October 2019

This past month the crew has accomplished:

- Finished grading all gravel roads
- Dura patched potholes, winterized dura patcher
- Hauled all chips left at mojo to yard
- Made sign list for road names
- Made list for tree trimming

Next month's projects:

- Crack sealing
- Haul chips ^{from} Canyon Highway
- Culvert replacement when water is shut down
- Bridge deck replacement on Travis road



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

October 8, 2019

To: GGHD Commissioners

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

Subject: **Director's Report for October 2019**

- Peckham Road KN13964 all seven landowners have signed R/W Contract and Deed. Six of seven parcels purchased. Waiting on mortgage company partial release.
- Peckham Road reconstruction (RR to Van Slyke Rd) is complete. Received good asphalt testing and compaction results.
- Safety grant signs and stop bars installed at all 62 intersections. Providing closeout documents to LHTAC.
- ZoRoCo improvement plan review for expansion in Munn Ranch. 3rd plan set revision expected this week.
- KN22101 Peckham Rd Freight grant administration from ITD to LHTAC. On HOLD pending Critical Freight Corridor approval by Transportation Board.
- Culvert Rehab project restart 10/21/19 at Peckham Road/Riverside Canal Spillway.
- Cost equitable trade of GGHD gravel for CHD chips. Delays need for crushing to FY2022.
- Homedale Road topo survey field work by HMH Engineering is nearly complete. Except topo map in November.
- Hughes Engineering inspections reports found 10 short span bridges and/or large culverts to be satisfactory (summary attached). Inspection on Case Lane bridge pre-dates damage (see photo) so permanent replace/repair options will be presented at November meeting.



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