

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

November 18, 2021

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 9:00 A.M. on Thursday, November 18, 2021 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/Clerk Anita Herman, Engineer Christopher Pettigrew and Attorney Jay Kiiha.

ABSENT: None

CALL TO ORDER:

The meeting was called to order at 9:00 a.m. by Chairman Fred Sarceda.

AGENDA REVIEW:

Secretary/Clerk Anita Herman reported that she posted the amended agenda for the regular meeting Wednesday, November 17, 2021 at 8:15 a.m. at the locations listed on the agenda. **Motion: Made by Commissioner Andy Bishop: To Approve the Posting of the Agenda, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

VISITORS: Clifford N. Fisher – Home Owner
Abigail Germaine – Elam & Burke
Joseph Sambosky – Home Owner
Corby Garrett – Land Owner
Twila Clagg – Land Owner
S Hurly -

PUBLIC INPUT:

Corby Garrett, resident on Homedale Road, submitted a letter to the Board of Commissioners regarding what he personally witnessed and experienced during the construction on Homedale Road Phase 1 Rebuild. **Motion: Made by Commissioner Andy Bishop: To Accept the Letter From Corby Garrett Regarding What He Witnessed and Experienced During the Rebuild Phase 1 of Homedale Road, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

MINUTES READ AND

APPROVED: Minutes of the meetings were read. **Motion: Made By Commissioner Andy Bishop: To Approve The Minutes of Regular Meeting on October 14, 2021, 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 October 14, 2021, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

FINANCIAL

REPORT: Secretary/Clerk gave the financial report as follows. The expenses for October 15, 2021 through November 18, 2021 were \$891,657.40, payroll for October 15, 2021 through November 18, 2021 was \$67,687.24 for a total of \$959,344.64. **Motion made by Commissioner Andy Bishop to Receive and Approve the Treasurer's Report, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried. **Motion: Made by Commissioner Ed Leavitt: To Approve the Financial Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$959,344.64 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

OLD

BUSINESS: AUTHORIZE THE ADOPTION OF THE NEW FEE SCHEDULE

Director Bob Watkins asked the Board to consider the adoption of the new fee schedule. Attorney Jay Kiiha counseled the Board that the District Secretary needs to publish a notice of public hearing and postpone the adoption of the new fee schedule until after the public hearing due to the fees increasing more than 5%. **Motion: Made by Commissioner Ed Leavitt: To Post the New Fee Schedule For Public Comment and To Table the Adoption of the New Fee Schedule, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

DISCUSS CHRISTMAS PARTY VENUE, DATE, AND TIME

Secretary Anita Herman reported to the Board that the Christmas Party would be held at the Homedale Bowling Alley on Friday, December 3, 2021 at 6:30 p.m. **Motion: Made by Commissioner Ed Leavitt: To Approve the Secretary's Schedule, Menu, Date and Time, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

NEW

BUSINESS: POSSIBLE SIGNAGE FOR PIPE CUT PERMITS – AQUA IRRIGATION

Director Bob Watkins reviewed Aqua Irrigation's Memo request with the Board of being able to use the Highway District's road signs during the time they would be working in

the right-of-way. It was Director Watkins recommendation to the Board to not allow the public to use the Highway District's signage due to possible damage to the equipment and not having enough signs for the public's and the Highway District' projects.

Motion: Made by Commissioner Ed Leavitt: To Have the Director of Highways, Bob Watkins, To Speak With Casey Garrett At Aqua Irrigation and Let Him Know That the Highway District Is Not Going to Provide Signage For Public Use, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

SPECIAL COMPENSATION

Secretary Anita Herman provided the Board with a hand out of what the Highway District did for the employees in the past for special compensation at Christmas time. The Board discussed the list and eliminated two of the three special compensations.

Motion: Made by Commissioner Andy Bishop: To Give the Golden Gate Highway District Employees A \$200.00 Bonus After Taxes, Seconded by Commissioner Ed Leavitt. The vote was unanimous. Motion carried.

END JIMMY BERTALOTTO'S AND ADAM BAHM'S PROBATIONARY PERIODS – EFFECTIVE DECEMBER 1, 2021

Director Bob Watkins asked the Board to consider to end crew members Jimmy Bertalotto's and Adam Bahem's probation period. Secretary Anita Herman also asked the Board to amend the effective date from December 1, 2021 to November 29, 2021.

Motion: Made by Commissioner Ed Leavitt: To End Jimmy Bertalotto's and Adam Bahem's Probation Period Effective November 29, 2021, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

DISCUSS RIGHT OF WAY ACQUISITION – CORBY GARRETT

Landowner, Corby Garrett, presented to the Board a land survey and letter explaining how his land was encroached on when the Rebuild of Homedale Road Phase 1 took place. Director Bob Watkins showed multiple photos to the Board so they could see the encroachment on the land, the damage to the property, and where the new survey pins had to be placed to replace prior ones that were taken out by the construction company during the rebuild of Homedale Road. Corby Garrett asked the Board for their consideration to buy the land that was encroached on, buy new/replace existing fence that was damaged, and pay for the land survey that was needed. Commissioner/Chairman Fred Sarceda let Mr. Garrett know that this matter had to be tabled due to the Public Hearing starting at 10:00 a.m. and would take this information under advisement.

PUBLIC

HEARING: VACATION 2021-02 – PETITION TO VACATE WEST END PORTION OF MIDDLE ROAD AT 10:00 A.M.

Motion: Made by Commissioner Ed Leavitt: To Open The Public Hearing For VAC2021-02 – Petition to Vacate West End Portion of Middle Road at 10:00 a.m., Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

Present at the hearing were: Commissioners Andy Bishop, Ed Leavitt, and Fred Sarceda, Director of Highways Bob Watkins, Foreman Casey Percifield, Secretary Anita Herman, Engineer Christopher Pettigrew, and Attorney Jay Kiiha.

Director Bob Watkins and Engineer Christopher Pettigrew requested to table the hearing and requested for the Board to subsequently amend Resolution No. 2021-15 [the Resolution Of Intention To Vacate] To Include A Corrected Legal Description and Then Reset and Provide Notice Accordingly Of the Reset Tabled Hearing.

Attorney Jay Kiiha reported to the Board that the existing legal description that was used was incorrect and there are additional landowners that need to be notified of the public hearing per Idaho Code 4203, so it is his recommendation to table the issue and proper notice can be given to all adjoining landowners and get the legal description corrected, and table the hearing for at least 60 days. **Motion: Made by Commissioner Ed Leavitt: To Close This Hearing Until There Is Adequate Notice Given To All Property Owners and the Proper Survey Done For Our Right-of-Way Until At Least Our Regular Scheduled Meeting In January, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

**NEW
BUSINESS
CONT'D:**

DISCUSS RIGHT OF WAY ACQUISITION – CORBY GARRETT

Continued discussion of property encroachment and wanted outcomes took place between Mr. Garrett, Director Bob Watkins, Engineer Christopher Pettigrew, and the Board of Commissioners. **Motion: Made by Commissioner Ed Leavitt: That The Highway District Recognizes That It Will Need To Reimburse Corby Garrett For His Land Survey, For His Fence, and For His Encroached Property and Make Adjustments To His Property As Necessary For Valuation and Compensation Once the Engineering Is Done, Seconded by Commissioner Andy Bishop.** 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: Attorney Jay Kiiha reported that he has been working on Middle Road Vacation and will continue to work on it.

GENERAL

MATTERS: None

COMMUN-

ICATIONS: Secretary Anita Herman reported to the Board that she had received three public records requests for Middle Road Vacation.

MOJO

REPORT: Commissioner Fred Sarceda reported that they finished the Certificate of Value Fiscal Year 2020/2021 and it would be sent out for all parties to sign. And Commissioner Jay Gibbens stepped down from the MOJO Board and Randy Woods took his spot.

IAHD

REPORT: Commissioner Fred Sarceda stated that IAHD Executive Director, Nick Veldhouse, asked him to be on the IAHD Board and Commissioner Sarceda declined the offer.

ACCHD

REPORT: None

COMPASS

REPORT: Commissioner Andy Bishop reported that Director Bob Watkins and himself met with Compass virtually and discussed future funding coming down the line.

EXECUTIVE

SESSION: None

SPECIAL

BUSINESS: None

ADJOURN-

MENT: There being no further business to come before the Commissioners, the meeting was adjourned at 11:24 a.m. **Motion: Made By Commissioner Ed Leavitt: To Adjourn the Meeting, Seconded by Commissioner Andy Bishop.**

Next regular meeting is scheduled for December 9, 2021 at 12:00 p.m.



CHAIRMAN



SECRETARY

Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

November 18, 2021

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for November 2021

This past month the crew has accomplished:

- Finished pulling shoulders
- Crack sealing
- Roadside spraying
- Equipment maintenance
- Installing **winter** equipment

Next month's projects

- **Continue** crack sealing
- Continue spraying
- Pipe work
- Equipment maintenance



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: Ed Leavitt, Andy Bishop, Fred Sarceda

November 16, 2021

TO: GGHD Commissioners

FROM: Bob Watkins Director of Highways

SUBJECT: Directors Report

- I have had 4 **Administrative Land Divisions**- 2 of which were sent to JUB for **review**
- **LRHIP Application for Transportation Master Plan Update**
- **Certificate of Substantial completion** has been **issued** to CSC.
- A walk **through** on Homedale Road is scheduled for Next week for **Certificate of Final Completion**.
- Van Slyke Ridge **Subdivision variance application**- **working** on **alternate** options.
- Our crews have been **getting equipment** ready for **winter maintenance** along with **herbicide application** and crack sealing when **weather permits**.
- We had a **meeting** with **Compass** discussing GGHD needs for **funding** in the near **future**.
- TO **Engineer meeting** discussing bridge design on **Homedale Road**.



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

November 16, 2021

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:

- Munn Ranch **Subdivision** Replat – **currently reviewing**
- Smith **Administrative** Land Division – comments sent to applicant
- Wilson **Administrative** Land Division – **comments** sent to applicant
- FY23 LRHIP **Application** for Transportation **Master** Plan Update – currently preparing, due 12/01/21, **submitted** to staff for review, **signatures** on cover letter and application **needed**
- **Amalgamated** Sugar Beet Dump **Pre-Application** – consulted on **pavement** analysis and **bore** locations.
- Van Slyke **Ridge** Subdivision Variance Application – **reviewed** and provided comments on **long cul-de-sac** layout and **alternate** layout with **shorter cul-de-sac**.
- Flying Arrow **Landing** Subdivision Preliminary Plat **Application** – **reviewed** and **provided** comments.
- Middle Road Turnaround – assisted with staff report, new record of survey received – **working** to sort out with **surveyor**.
- River Bend Golf Course Parking – nothing new.
- **Peckham** Road **Feedlot** TIS – nothing new.
- IMC Gravel Pit **Access** TIS – **nothing** new.

The following are **discussion** items for the Commissioner's Meeting (no action necessary):

- Nothing new.