

## 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

### December 14, 2022

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Wednesday, December 14, 2022 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 Anita Herman, Attorney Jay Kiiha, and Engineer Christopher Pettigrew.

**ABSENT:** None.

### CALL TO

**ORDER:** The meeting was called to order at 12:01 p.m. by Chairman Ed Leavitt.

### AGENDA

**REVIEW:** Secretary/Clerk Anita Herman reported that she posted the agenda for the regular meeting Monday, December 12, 2022 at 8:00 a.m. at the locations listed on the agenda. **Motion: Made by Commissioner Fred Sarceda: To Approve the Posting of the Agenda, Seconded by Commissioner Andy Bishop.** 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 Andy Bishop: To Accept and Approve The Minutes of Regular Meeting November 3, 2022, Seconded By Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

### SECRETARY'S

### RECORD DE- STRUCTION

**REQUEST: Motion: Made By Commissioner Andy Bishop: Authorizing Secretary's Records Destruction Request of Meeting Audio Tape for Regular Meeting November 3, 2022, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

### FINANCIAL

**REPORT:** Secretary/Clerk Anita Herman gave the financial report as follows. The expenses for November 4, 2022 through December 14, 2022 were \$196,046.14, payroll for November 4, 2022 through December 14, 2022 was \$75,597.61 for a total of \$271,643.75. **Motion made by Commissioner Fred Sarceda: To Receive and Approve the Treasurer's Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$271,643.75 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

**PUBLIC HEARINGS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** DISCUSS ANNUAL ROAD AND STREET FINANCIAL REPORT AND AUTHORIZE DISTRICT SECRETARY TO PUBLISH REPORT  
Secretary Anita Herman presented to the Board her draft copy of the Annual Road and Street Report and publication notice FY2022. **Motion: Made by Commissioner Andy Bishop: To Approve FY2022 Annual Road and Street Financial Report and Authorize District Secretary to Publish the Report, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

DISCUSS UPPER PLEASANT RIDGE ROAD BEET DUMP  
Director Bob Watkins updated the Board of where the Upper Pleasant Ridge Road Beet Dump was in their progression and asked the Board if as a District we wanted to contribute any materials and labor to the project as requested by Amalgamated Sugar Co previously. Director Bob Watkins' recommendation to the Board was no, due to this is Amalgamated Sugar Co.'s road improvements needed because of the new beet dump going in. He did tell the Board that there are a few culverts of the District's that are going to be replaced when they rebuild the road and he did recommend to the Board that the District should take care of the labor and cost of those culverts discussed. After much discussion the Board agreed with Director Bob Watkins' recommendations. **Motion: Made by Commissioner Andy Bishop: To Authorize the Replacement of Necessary Amount of Culverts At the Districts Discretion For Our Contribution To the Upper Pleasant Ridge Road Beet Dump Project, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

APPROVE BIDDING OF ASPHALT FOR ARENA VALLEY ROAD AND AUTHORIZE SECRETARY TO PUBLISH  
Director Bob Watkins explained to the Board that before the District goes to bid on anything the Board needs to approve it first. He reported to the Board that Engineer Chris Pettigrew was getting a detailed list of expenses put together so before the District goes to bid there is a good understanding of costs to place the asphalt mat on the section of Arena Valley Road that was discussed and approved in a previous meeting. The bid will be for asphalt only. **Motion: Made by Commissioner Andy Bishop: To Approve**

**Bidding of Asphalt For Arena Valley Road and Authorize the Secretary to Publish, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

**DISCUSS AND AUTHORIZE SURPLUS OF 2001 FORD F350 AND PURCHASE OF NEW PICKUP**

Director Bob Watkins reported to the Board that he recommended to surplus the 2001 Ford F350 and purchase a new pickup. The reasoning behind the surplus of this vehicle is to update the crew pickup. He informed the Board that he hadn't called on any prices from dealers yet but did explain to them that the State bid that other agencies have put in for still haven't received their order and it's been two years. As long as the pickup isn't over \$50,000 we won't have to go out to bid. The Board discussed turning this vehicle into a snowplow pickup for those areas that the District's big snow plows cannot get into. The Board asked Director Bob Watkins to get more information regarding new pickup prices, the option of keeping the existing pickup and turning it into a snow plow pickup, and a few other options. **Motion: Made by Commissioner Fred Sarceda: To Table the Discussion to Surplus the 2001 Ford F350 and Purchase of a New Pickup, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

**ROAD**

**REPORT:** Road Foreman Casey read through and discussed his attached report.

**DIRECTOR'S**

**REPORT:** Director Bob Watkins read through and discussed his attached report.

**ENGINEER'S**

**REPORT:** Engineer Christopher Pettigrew read through and discussed his attached report.

**ATTORNEY'S**

**REPORT:** None

**GENERAL**

**MATTERS:** Christmas Party Aftermath Discussion.  
Monthly Reconciliation Discussion.

**COMMUN-**

**ICATIONS:** None

**MOJO**

**REPORT:** Director Bob Watkins reported to the Board members and staff that the water is down far enough that they can start extracting gravel. In February, Notus/Parma and we are going to rent an excavator and haul gravel from the existing old cell. Next Meeting is January 19, 2023 at 2:00 p.m. at Nampa Highway District.

**IAHD**

**REPORT:** Director Bob Watkins and Road Foreman Casey Percifield discussed with the Board what they learned at the IAHD Convention they attended last month.

**ACCHD**

**REPORT:** Next Meeting is January 19, 2023 at 1:30 p.m. at Nampa Highway District.

**EXECUTIVE**

**SESSION:** None

**SPECIAL**

**BUSINESS:** None

**ADJOURN-**

**MENT:** There being no further business to come before the Commissioners, the meeting was adjourned at 1:06 p.m. **Motion: Made By Commissioner Andy Bishop: To Adjourn the Meeting, Seconded by Commissioner Fred Sarceda.**

Next regular meeting is scheduled for January 11, 2023 at 12:00 p.m.

  
CHAIRMAN

  
SECRETARY

# Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

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December 14, 2022

To: GGHD Commissioners

From: Casey Percifield

**Subject: Road Report for December 2022**

This past month the crew has accomplished:

- Finished grading, roadside spraying, and crack sealing due to weather
- Equipment maintenance
- Tree trimming
- Sanding, and plowing snow
- Working on Golden Gate Highway sign
- Pumping water off roadway
- Installing street name signs

Next month's projects

- Tree trimming
- Sanding, and plowing
- Equipment maintenance
- Installing road name signs
- Installing pipes on Upper Pleasant Ridge Rd and Plum, and Upper Pleasant Ridge Rd between Hwy 95 and Batt Corner Rd
- Pumping and cleaning siphon on Travis and Middle Rd



Street Address  
500 Golden Gate Ave  
Wilder, ID 83676

Phone (208) 482-6267  
Fax (208) 482-6100  
Email [office@gghd3.org](mailto:office@gghd3.org)

# Golden Gate Highway District No. 3

Commissioners: Ed Leavitt, Andy Bishop, Fred Sarceda

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December 13, 2022

**To: GGHD Commissioners**

**From: Bob Watkins Director of Highways**

**Subject: Directors Report**

- We have had 2 Administrative Land Divisions to review.
- Garrett r-o-w- Corby and Nichole have accepted our offer.
- Working on getting Travis Rd. Siphon lined this spring.
- We will be working with Notus Parma Hwy Dist. In the coming months to extract pit run from MOJO pit cleaning up the remaining gravel in the original cell.
- Our chip box is done waiting for delivery.
- I have been working with JUB to get a typical section along with estimated quantities for Arena Valley Rd. paving project.
- Peckham Rd. Follow up- we do not have an expected date of completion however the draft agreement has progressed and is with the senior project manager at UPRR Real Estate.
- Terracon will be drilling the Allendale Rd Bridge the first week in January. This bridge is funded through the LILB Program.
- Discussions with Matt Wheeler about Upper Pleasant Rd. rehab.

End Report



**J-U-B ENGINEERS, INC.**

J-U-B COMPANIES



THE  
LANGDON  
GROUP



GATEWAY  
MAPPING  
INC.

December 12, 2022

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:

- Arena Valley Rd – developing typical section for bidding asphalt placement
- White After-the-fact Nonviable Land Division – provided comments to County 11/22/22
- AGK Trust Amended Administrative Land Division – provided comments to County 11/22/22
- LILBP Funding Applications – Allendale Rd over Low Line Canal included in Round 1 for full replacement with four other bridges (N Latah County HD, Fenn HD, S Latah HD, Payette County), Notice to Proceed received 10/28/22, survey work complete
- Upper Pleasant Ridge Rd Bridges over Deer Flat Canal – developing replacement options

The following items are carry-over from last report:

- FY23 LRHIP Application for Transportation Master Plan Update – funded, will receive more information from LHTAC in October/November
- Upper Pleasant Ridge Rd Intersection Sight Distance Evaluations (Travis Rd) – performed site visit 03/02/22, draft technical memorandum provided 03/07/22, monitoring speed reduction impacts, possibly add converging chevrons or optical speed bars