

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 9, 2021

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Thursday, December 9, 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 Tim Blair and Attorney Jay Kiiha.

ABSENT: None

CALL TO ORDER:

The meeting was called to order at 12:00 p.m. by Chairman Fred Sarceda.

AGENDA

REVIEW: Secretary/Clerk Anita Herman reported that she posted the agenda for the regular meeting Monday, December 6, 2021 at 4:30 p.m. at the locations listed on the agenda. **Motion: Made by Commissioner Ed Leavitt: To Approve the Posting of the Agenda, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

VISITORS: Will Mason and Angie Cueller – Mason & Associates, Inc.

PUBLIC

INPUT: None

MINUTES

READ AND

APPROVED: Minutes of the meetings were read. **Motion: Made By Commissioner Ed Leavitt: To Amend and Correct The Minutes of Regular Meeting on November 18, 2021 To Say The Following: "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.

Motion: Made By Commissioner Andy Bishop: To Approve The Minutes of Regular Meeting on November 18, 2021, Seconded By Commissioner Ed Leavitt. The vote was unanimous. Motion carried.

SECRETARY'S

**RECORD DE-
STRUCTION
REQUEST:** None

FINANCIAL

REPORT: Secretary/Clerk gave the financial report as follows. The expenses for November 19, 2021 through December 9, 2021 were \$142,407.94, payroll for November 19, 2021 through December 9, 2021 was \$23,962.42 for a total of \$166,370.36. **Motion made by Commissioner Ed Leavitt to Receive and Approve the Treasurer's Report, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

Motion: Made by Commissioner Andy Bishop: To Approve the Financial Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$166,370.36 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Ed Leavitt. The vote was unanimous. Motion carried.

OLD

BUSINESS: DISCUSS RIGHT OF WAY ACQUISITION – CORBY GARRETT

Director Bob Watkins presented a survey, from T-O Engineers, to the Board to discuss different options that could be done with the slopes and barriers needed on Corby's Garrett's property that was previously discussed at the November regular meeting. Discussion only, no motion needed at this time.

NEW

BUSINESS: VAR 2021-02 – VAN SLYKE FARMS RIDGE SUBDIVISION

Variance Hearing was opened at 12:15 a.m.

Director Watkins presented the Board a brief summary of the application for Variance 2021-02 and then read his staff report for his recommendation. Discussion was held regarding having the A.P. road in the preliminary plat for Van Slyke Farms Ridge Subdivision to extend 188 feet longer than the 1,320 maximum allowed in the Highway Standards and Development Procedures due to topographic considerations. Director Watkins reported to the Board that his staff recommendation is to deny the variance request due to having an extended ingress/egress length pass the end of the cul-de-sac that GGHD3 does not have jurisdiction over. Since Golden Gate Highway District #3 does not have jurisdiction on private easements, it is up to Homedale Fire District and Canyon County Development Services to address these issues, not GGHD3.

The following exhibits were used during the discussion:

- Exhibit A – Variance Application
- Exhibit B – Preliminary Plat With Variance
- Exhibit C – Site Pictures
- Exhibit D – Preliminary Plat Without Variance
- Exhibit E – Staff Report

- Exhibit F – Section 3030.0 From the Highway Standards & Development Procedure Manual

Commissioner Fred Sarceda stated that the Applicants had the floor.

Applicant Will Mason, from Mason & Associates, Inc, at 924 3rd Street South, Suite B, Nampa, Idaho, 83651, spoke to the Board of Commissioners of why they wanted the variance approved. He said the reasoning behind moving the cul-de-sac the extra 188 feet was to eliminate having four lots on the single access along the Mora Canal. The variance only would allow three lots along the canal that wouldn't be in the Highway District's jurisdiction.

Attorney Jay Kiiha communicated to the Board that if everyone, applicants, staff, and Commissioners, were finished giving their reports and testimony that the Commissioners would now work through the Variance Hearing deliberation worksheet given to them by Secretary Anita Herman.

Motion: Made by Commissioner Ed Leavitt: To Accept All the Testimony That's Been Presented and Move into Deliberation, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

Motion: Made by Commissioner Ed Leavitt: To Accept Exhibits #A - #F Submitted for Case #VAR2021-02 Into the Record, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

Worksheet Findings after deliberation of Commissioners:

Has the application been filed with the Highway District of a form prescribed and includes all the necessary information and has the appropriate fee been paid and has been filed by a real party in interest? **YES**

Does the subject application include more than one request for variance? **NO**

Would the literal interpretation and enforcement of the relevant regulation result in a practical difficulty or unnecessary physical hardship which is inconsistent with the objectives of the HSDP standards? **NO (If no, deny the application. All Commissioners voted no.)**

Motion: Made by Commissioner Andy Bishop: To Close Variance Hearing for VAR2021-02, Seconded by Commissioner Ed Leavitt. The vote was unanimous. Motion carried.

Variance Hearing was closed at 1:04 p.m.

Motion: Made by Commissioner Ed Leavitt: To Continue This Hearing At the Next Regular Meeting On January 12, 2022 and Direct the District Attorney Jay Kiiha to Prepare the Findings of Fact/Conclusion of Law and Order of Decision Concerning VAR2021-02, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

PUBLIC

HEARING: ADOPT NEW FEE SCHEDULE AND AUTHORIZE CHAIRMAN TO SIGN RESOLUTION 2021-16

Motion: Made by Commissioner Andy Bishop: To Open The Public Hearing To Adopt New Fee Schedule and Authorize Chairman to Sign Resolution 2021-16 at 1:05 p.m., Seconded by Commissioner Ed Leavitt. 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 Tim Blair, and Attorney Jay Kiiha.

Motion: Made by Commissioner Andy Bishop: For Purposes Of Notice On This Matter The Board Of Directors Applies the International Standard ISO 8601 Providing That Monday Is The First Day Of The Week, Seconded by Commissioner Ed Leavitt. The vote was unanimous. Motion carried.

Motion: Made by Commissioner Ed Leavitt: To Accept Exhibits #A - #E Submitted for Case Resolution #2021-16 To Adopt the New Fee Schedule and Authorize the Chairman to Sign Resolution 2021-16, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

Motion: Made by Commissioner Ed Leavitt: To Close The Public Hearing To Adopt New Fee Schedule and Authorize Chairman to Sign Resolution 2021-16 at 1:12 p.m., Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

**NEW
BUSINESS
CONT'D:**

ANNUAL ROAD AND STREET FINANCIAL REPORT

Secretary Anita Herman provided the Board with a copy of the final annual road and street financial report that she and Director Bob Watkins prepared for publication and the State Controller's office. **Motion: Made by Commissioner Ed Leavitt: To Approve the Annual Road and Street Financial Report As Submitted, 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 Tim Blair presented Engineer Christopher Pettigrew's attached report.

ATTORNEY'S

REPORT: Attorney Jay Kiiha reported that he has been preparing for the public hearing **that** was held on December 9, 2021.

GENERAL MATTERS: None

COMMUNICATIONS: None

MOJO REPORT: None

IAHD REPORT: None

ACCHD REPORT: Engineer Tim Blair reported to the Board that ACCHD almost has the **updated** Standards finalized.

COMPASS REPORT: None

EXECUTIVE SESSION: None

SPECIAL BUSINESS: None

ADJOURNMENT: There being no further business to come before the Commissioners, the **meeting** was adjourned at 1:39 p.m. **Motion: Made By Commissioner Ed Leavitt: To Adjourn the Meeting, Seconded by Commissioner Andy Bishop.**

Next regular meeting is scheduled for January 12, 2022 at 12:00 p.m.



CHAIRMAN



SECRETARY

Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

December 9, 2021

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for December 2021

This past month the crew has accomplished:

- Crack sealing
- **Roadside spraying**
- Equipment maintenance
- Replaced Golden Gate Highway sign at entrance
- **Finished** yard extension, and yard clean up

Next month's projects

- Continue crack sealing if **weather allows**
- **Continue** spraying if weather allows
- Pipe work, Van Slyke & Bohner Rd, Plum & Ustick Rd
- Equipment maintenance
- Make some new sign stands for chip seal roads
- Order **replacement** road name signs, and install
- Winter maintenance



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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

December 7, 2021

To: GGHD Commissioners

From: Bob Watkins Director of Highways

Subject: Directors Report

- In the last month we have had 3 Administrative Land Division Applications
- Van Slyke Ridge Subdivision Variance
- Middle Rd. Meeting with Chris-JUB, Jeremy Fielding Dewey's Surveyor have not yet received updated legal descriptions
- Amalgamated Sugar Co. TIS shows road to be rebuilt from transfer sight to U.S. Hwy 95
- JUB turned in our LRHIP grant application
- Anita and I worked on the road and street report
- I have been working on GGHD3 year end report for ITD



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

December 7, 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:

- Van Slyke Administrative Land Division – comments sent to applicant
- Crockett Administrative Land Division – comments sent to applicant
- FY23 LRHIP Application for Transportation Master Plan Update – submitted to LHTAC 12/01/21
- Middle Road Turnaround – meeting held with staff and surveyors to discuss appropriate path forward, will vacate r/w shown in newly acquired information, applicants' surveyor to prepare updated legal descriptions
- Amalgamated Sugar Beet Dump Pre-Application – answered questions regarding roadway width
- Munn Ranch Subdivision Replat – comments sent to applicant
- Smith Administrative Land Division – waiting on resubmittal
- Wilson Administrative Land Division – waiting on resubmittal
- Van Slyke Ridge Subdivision Variance Application – waiting on resubmittal
- Flying Arrow Landing Subdivision Preliminary Plat Application – waiting on resubmittal.
- 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.