

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

February 15, 2024

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Thursday, February 15, 2024 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, Engineer Christopher Pettigrew (via Zoom), and Attorney Jay Kiiha.

ABSENT: None

CALL TO ORDER:

The meeting was called to order at 12:00 p.m. by Chairman Andy Bishop.

AGENDA

REVIEW: Secretary/Clerk Anita Herman reported that she posted the agenda for the regular meeting Tuesday, February 13, 2024 at 9:30 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 Ed Leavitt.** The vote was unanimous. Motion carried.

VISITORS: Lori Shandro – The Shandro Group
Barb Stotts – Intermountain Agency
John Russell – Zwygart, John & Associates CPA's, PLLC

PUBLIC INPUT:

None

NEW BUSINESS:

FY2023 AUDIT REPORT – ZWYGART, JOHN & ASSOCIATES
Auditor John Russell, from Zwygart, John & Associates, presented to the Board his annual audit report for FY2023. **Motion: Made by Commissioner Ed Leavitt: To Receive FY2023 Audit Report from Zwygart, John & Associates, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

DISCUSS APRIL 1, 2024 HEALTH INSURANCE RENEWAL – SHANDRO GROUP
Lori Shandro and Barb Stotts presented the Board and staff with a few different insurance options for the District's medical insurance renewal April 1, 2024. They let the Board

know that the average insurance increase for 2024 is about 12%. **Discussion only, no motion needed.**

**MINUTES
READ AND**

APPROVED: Minutes of the meeting were read. **Motion: Made by Commissioner Fred Sarceda: To Accept and Approve the Minutes of Regular Meeting January 10, 2024, 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 January 10, 2024, 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 January 10, 2024 through February 15, 2024 were \$119,353.81, payroll for January 10, 2024 through February 15, 2024 was \$57,970.41 for a total of \$177,324.22. **Motion Made by Commissioner Ed Leavitt: To Receive and Approve the Treasurer's Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$177,324.22 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

PUBLIC

HEARINGS: None

OLD

BUSINESS: DISCUSS #200 WATER TRUCK

As requested from last month's meeting, Director Bob Watkins presented the Board with quotes for a new truck from Kenworth for \$186,865.00 and a new water tank from S.E.W. (Smith Equipment and Welding) for \$42,477.00. He reminded the Board that this amount would be budgeted in for next fiscal year FY2025. **Motion: Made by Commissioner Ed Leavitt: To Allow Director Bob Watkins to Sign Purchase Agreements for the Kenworth Truck and S.E.W. Water Tank, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

RE-DISCUSS THE J-U-B PROFESSIONAL SERVICES AGREEMENT FOR BATT CORNER ROAD REALIGNMENT

Attorney Jay Kiiha let the Board know that he got the clause fixed in the Professional Services Agreement with J-U-B so both their insurance coverage and ours will be happy with. Director Bob Watkins also let the Board know that he took out the geotechnical portion taken out of the agreement to decrease the overall amount for the project from \$104,600 to \$62,200. **Motion: Made by Commissioner Ed Leavitt: To Allow the Chairman to Sign the Updated Version of the Professional Services Agreement with**

J-U-B for Batt Corner Road Realignment, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

NEW

BUSINESS: AUTHORIZE DIRECTOR TO SIGN IDAHO ASPHALT PIGGYBACK AGREEMENT
Director Bob Watkins presented the Board with Idaho Asphalt's piggyback pricing for chip sealing this summer. The piggyback pricing is coming off of Power County Highway District. **Motion: Made by Commissioner Fred Sarceda: To Authorize the Director to Sign Idaho Asphalt Piggyback Agreement, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

SET ROAD TOUR DATE

Director Bob Watkins suggested to the Board to set the road tour date for March 13, 2024 at 8:00 a.m. (same day as our regular monthly meeting). **Motion: Made by Commissioner Fred Sarceda: To Set the Road Tour Date for March 13, 2024 at 8:00 a.m., Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

ROAD

REPORT: Road Foreman Casey Percifield read his attached report.

DIRECTOR'S

REPORT: Director Bob Watkins discussed his attached report.

ENGINEER'S

REPORT: Engineer Christopher Pettigrew presented his attached report.

ATTORNEY'S

REPORT: Already discussed under new business (J-U-B Professional Services Agreement).

GENERAL

MATTERS: Director Bob Watkins informed the Board of the incident involving Truck #212 and Plow #332 and explained what damage to the equipment was done.

COMMUN-

ICATIONS: None

ACCHD

REPORT: None

MOJO

REPORT: None

IAHD

REPORT: Director Bob Watkins gave the Board an update on his "Day at the Capitol".

EXECUTIVE

SESSION: None

SPECIAL

BUSINESS: None

ADJOURN-

MENT: There being no further business to come before the Commissioners, the meeting was adjourned at 1:47 p.m. **Motion: Made By Commissioner Ed Leavitt: To Adjourn the Meeting, Seconded by Commissioner Fred Sarceda.**

Next regular meeting is scheduled for March 13, 2024 at 12:00 p.m.


CHAIRMAN


SECRETARY

Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

February 15, 2024

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for February 2024

This past month the crew has accomplished:

- Tree Trimming
- Winter Maintenance
- Equipment maintenance
- Started Street sweeping
- Started grading gravel roads
- Started entering sign data
- Built rack for conveyor storage

Next month's projects

- Continue tree trimming
- Continue winter maintenance
- Pipe work, extend 2 pipes on Peckham Rd, replace a pipe on Allendale Rd, and one on Blue Mountain. Slip line 2 old narrow box culverts on Ustick Rd to extend them out wider.
- Build wall in drain ditch on Middle Rd.
- Stock pile sand at mojo before pump turns off



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Golden Gate Highway District No. 3

Commissioners: Ed Leavitt, Andy Bishop, Fred Sarceda

February 13, 2024

To: GGHD Commissioners

From: Bob Watkins Director of Highways

Subject: Directors Report

- Allendale Bridge LILB Update- The bridge has been poured and backfilled Central Cove is working on rip rap and railing with asphalt prep to come.
- Peckham Rd.- Pre construction meeting was held on 2/12/24 IMC is currently working on locates. Project will officially start on March 11th. Starting in Wilder working on storm drain and curb and gutter.
- Homedale Rd. Phase 2 Update – Central Cove is currently stripping forms and to begin backfill when concrete meets strength. IMC has begun working on roadway as of 2/13/24. I had a meeting with Ziplly and Ardurra on site to discuss phone line conflicts.
- Day at the Capitol- I was able to meet with several legislators to discuss infrastructure needs in our area.
- Final TAC meeting for our Transportation Master Plan Update on 2/8/24
- Upper Pleasant Rd. Bridges- Meeting on 1/25/24 with JUB to go through the design of both bridges on Upper Pleasant, plans are 90% complete for construction of 24-25 winter.
- ACCHD/MOJO Meeting 1/18/24 Nampa Highway Dist.#1 discussion of upcoming gravel operations and lot preservation at our pit.

End Report.



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

February 13, 2024

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:

- Cammack Administrative Land Division – comments provided to County 01/08/24
- Jenkins Administrative Land Division – revised comments provided to County 01/29/24
- Allendale Rd over Low Line Canal (LILBP) – deck placed, backfilling abutments
- Upper Pleasant Ridge Rd Bridges over Deer Flat Canal – Final Design Review Meeting held, 404 permit being reviewed by USACE, BOR permit to be submitted after 404 permit approved
- Batt Corner Rd Realignment – revised scope of work submitted 02/12/24
- GIS for Pavement and Sign Management – refining interface and gathering field data
- Functional Classification Map – draft map being review
- Transportation Master Plan Update – TAC Meeting held 02/08/24, final document to be submitted by 04/01/24

The following are tracking items:

- Upper Pleasant Ridge Rd Intersection Sight Distance Evaluation (Travis Rd) – monitoring speed reduction impacts, possibly add converging chevrons or optical speed bars
- IMC Notus Rd TIS – met with new PM (John Stevenson) from IMC 09/21/23 to discuss next phase of mining, met with ITD at Notus Rd/SH19 intersection 11/27/23

END REPORT