

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

June 14, 2023

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Wednesday, June 14, 2023 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 (via Zoom), and Engineer Christopher Pettigrew.

ABSENT: None.

CALL TO

ORDER: The meeting was called to order at 12:00 p.m. by Chairman Ed Leavitt.

AGENDA

REVIEW: Secretary/Clerk Anita Herman reported that she posted the revised agenda for the regular meeting Tuesday, June 13, 2023 at 8:00 a.m. at the locations listed on the agenda.
Motion: Made by Commissioner Andy Bishop: To Approve the Posting of the Revised Agenda, Seconded by Commissioner Fred Sarceda. The vote was unanimous. Motion carried.

VISITORS: Mark Mayfield – 17750 Fargo Rd., Wilder, ID 83676

PUBLIC

INPUT: Mark Mayfield requested for the Board to look at paving the end of Fargo Road from Ustick Road to the end of Fargo Road due to his recent medical issues, that were not caused by the condition of the road but other health factors. He brought in a signed petition from all of his neighbors, that live down that section of Fargo Road, in agreement with him regarding the paving of it. The section of road that is being discussed is roughly 1,500 feet long with quite a few residents. The Board told Mr. Mayfield that they would take it into consideration and revisit the idea in a few months after Director Watkins got together more information of cost, material, and time to do the project. No decisions were made, discussion only at this time.

MINUTES

READ AND

APPROVED: Minutes of the meetings were read. **Motion: Made by Commissioner Fred Sarceda: To Accept and Approve the Minutes of Regular Meeting May 10, 2023, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

**SECRETARY'S
RECORD DE-
STRUCTION**

REQUEST: Motion: Made by Commissioner Fred Sarceda: Authorizing Secretary's Records Destruction Request of Meeting Audio Tape for Regular Meeting May 10, 2023, Seconded by Commissioner Andy Bishop. The vote was unanimous. Motion carried.

FINANCIAL

REPORT: Secretary/Clerk Anita Herman gave the financial report as follows. The expenses for May 11, 2023 through June 14, 2023 were \$120,910.16, payroll for May 11, 2023 through June 14, 2023 was \$73,512.02 for a total of \$194,422.18. **Motion made by Commissioner Andy Bishop: To Receive and Approve the Treasurer's Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$194,422.18 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: None

NEW

BUSINESS: RECEIVE AND ACCEPT THE MAY 16, 2023 CANVASS OF THE VOTES FROM THE CANYON COUNTY CLERK

District Secretary Anita Herman stated that she had received the certified election results from Canyon County stating Fred Sarceda was the confirmed winner in the May 16, 2023 election. Commissioner Sarceda's new term will begin July 1, 2023. **Motion: Made by Commissioner Andy Bishop: To Receive and Accept the May 16, 2023 Canvass of the Votes from the Canyon County Clerk, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN FINANCIAL GUARANTEE AGREEMENT WITH AMALGAMATED SUGAR COMPANY

Director Bob Watkins reported to the Board that the financial guarantee agreement with Amalgamated Sugar Company is an agreement to have a holding fund for one year in case something goes wrong with the Upper Pleasant Ridge Road construction that was just done by Amalgamated Sugar Co. and the Highway District would have some sort of cost to fix that section of road. **Motion: Made by Commissioner Fred Sarceda: To Authorize the Chairman to Sign the Financial Guarantee Agreement with Amalgamated Sugar Company, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN ZWYGART JOHN & ASSOCIATES AGREEMENT

Secretary Anita Herman reported to the Board that the annual audit agreement with Zwycart John & Associates is the same as years past except that they had to raise their rate minimally. **Motion: Made by Commissioner Andy Bishop: To Authorize the Chairman to Sign Zwycart John & Associates Agreement, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN LOCAL PUBLIC AGENCY'S CERTIFICATE OF COMPLETION OF RIGHT-OF-WAY ACTIVITIES FOR PECKHAM ROAD PROJECT

Director Bob Watkins explained to the Board that the agreement is just a formality to assure that all the utility agencies have been notified of the work going to be done for the Peckham Road project and have had a chance to respond and move any utilities they deem necessary to move. **Motion: Made by Commissioner Fred Sarceda: To Authorize the Chairman to Sign Local Public Agency's Certificate of Completion of Right-Of-Way Activities for Peckham Road Project, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

FY2024 BUDGET DISCUSSION

District Secretary Anita Herman and Director Bob Watkins presented to the Board a draft copy of FY2024 budget and explained their reasoning behind the amounts put into each category. No motion needed due to discussion only at this time. The Board will revisit the budget at the next regular meeting.

CITY OF WILDER LAND PURCHASE DISCUSSION

The City of Wilder asked Director Watkins to visit with the Board again and check if they wanted to sell the piece of property connected to the District Yard. The Board reported back to Director Bob Watkins that their decision is still the same as it was before; the District wants to keep the land for further yard expansion in the future. Discussion only, no motion needed.

BATT CORNER HILL DISCUSSION

Engineer Chris Pettigrew explained to the Board the existing road diagram and the two variations he came up with to try and fix Batt Corner Hill due to the 13.2% grade and dangers of the hill. Engineer Pettigrew stated that if we could straighten the road out the grade could get to a 10% grade. The Board asked Director Bob Watkins to look into ROW purchases that would have to be done and material costs and bring to the September meeting. Discussion only, no motion needed at this time.

DISCUSS NOTUS-PARMA HIGHWAY ¾ ROAD MIX

Director Bob Watkins reported to the Board that Notus-Parma Highway District has asked to borrow ¾ road mix that we have stock piled at the MOJO pit from our last crushing due to them running low this year. Director Watkins recommended to the Board that we let Notus-Parma Highway District take the stockpile of ¾ road mix, 7,005 ton, and they will replace it next year when we crush again at MOJO. **Motion: Made by Commissioner Fred Sarceda: To Lend the 7,005 Ton of ¾ Road Mix to Notus-Parma Highway District and For It To Be Replaced At a Later Date, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

COSTCO RENEWALS

Secretary Anita Herman asked the Board if they wanted to renew the employees Costco Memberships like they have in the past. **Motion: Made by Commissioner Andy Bishop: To Renew the Employees Costco Memberships, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried.

ROAD

REPORT: Road Foreman Casey Percifield 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: None

MOJO

REPORT: None

IAHD

REPORT: None

ACCHD

REPORT: None

EXECUTIVE

SESSION: None

SPECIAL

BUSINESS: None

ADJOURN-

MENT: There being no further business to come before the Commissioners, the meeting was adjourned at 1:49 p.m. **Motion: Made by Commissioner Andy Bishop: To Adjourn the Meeting, Seconded by Commissioner Fred Sarceda.**

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


CHAIRMAN


SECRETARY

Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

June 14, 2023

To: GGHD Commissioners

From: Casey Percifield

Subject: Road Report for June 2023

This past month the crew has accomplished:

- Grader patched chip seal roads
- Fixed washouts from rain storms, about every other day
- Pulled shoulders and installed pipe for drainage on Stateline Road
- Dura patched potholes, and edges
- Broomed off dirt and loose material on chip seal roads

Next month's projects

- Chip seal 22 miles starting June 19th
- Help Notus Parma chip seal, 2 trucks and 1 roller
- Broom off excess chips
- Continue dura patching
- Hauling pug material from mojo to yard



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

June 13, 2023

To: GGHD Commissioners

From: Bob Watkins Director of Highways

Subject: Directors Report

- Upper Pleasant Ridge Rd. is finished. Working on executing the financial guarantee. Final walk through was on 5/31/23
- We have reviewed 2 Administrative Land Division Applications.
- I had a meeting with JUB to discuss the Allendale Rd. Bridge replacement on 6/7/23
- Batt Corner Rd. hill JUB submitted a aerial of what the project will look like.
- I have been working with TO Engineer Pat Colwell and LHTAC to finalize bid documents and utility coordination for Peckham Rd.
- JUB kickoff meeting for Upper Pleasant Bridges on 5/17/23
- We have reviewed Nampa Paving Proposed Gravel Pit Entrance location on Boise River Rd.

End Report.



J-U-B ENGINEERS, INC.

J-U-B COMPANIES



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

June 12, 2023

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:

- Tellez Conditional Use Permit Application – review letter sent to County 05/15/23
- Maestresjuan Conditional Rezone Application – review letter sent to County 05/16/23
- Nampa Paving Gravel Pit Entrance Location Review – worked with Bob on response 05/22/23
- Gordon-Dobkins Administrative Land Division Application – review letter sent to County 05/31/23
- Grayson Administrative Land Division Application – received 06/12/23
- Allendale Rd over Low Line Canal (LILBP) – J-U-B provided project update in monthly call with LHTAC 06/07/23, PS&E to be submitted 06/16/23
- Upper Pleasant Ridge Rd Bridges over Deer Flat Canal – design being worked on
- Batt Corner Rd Realignment – topographic survey complete, initial concept designs being reviewed

The following are tracking items:

- 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
- Arena Valley Rd Paving