

## 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

**July 8, 2021**

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Thursday, July 8, 2021 in the District Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

**PRESENT:** Commissioners Andy Bishop, Fred Sarceda, Ed Leavitt, and David Lincoln, Work Director Bob Watkins, Road Foreman Casey Percifield, Secretary/Clerk Anita Herman, Engineer Christopher Pettigrew, and Attorney William F. Gigray.

**ABSENT:** Commissioner Virgil Holsclaw.

**CALL TO**

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

**NEW**

**BUSINESS:** OATH OF NEW COMMISSIONERS – ANDY BISHOP AND ED LEAVITT

Attorney William F. Gigray swore Commissioner Elect Andy Bishop and Commissioner Elect Ed Leavitt in as the new Golden Gate Highway District 3's Commissioners for Sub-District #1 and Sub-District #2. Vice Chairman Fred Sarceda moved up to Chairman.

**AGENDA**

**REVIEW:** Secretary/Clerk Anita Herman reported that she posted the agenda for the regular meeting on Tuesday, July 6, 2021 at 10:00 a.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:** Amber Dewey and Mike Beaver.

**PUBLIC**

**INPUT:** None

**MINUTES**

**READ AND**

**APPROVED:** Minutes of the meetings were read. **Motion: Made By Commissioner Ed Leavitt: To Approve The Minutes of Regular Meeting June 10, 2021 and Special Meeting June 16, 2021, Seconded By Commissioner Andy Bishop.** 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 June 10, 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 June 11, 2021 through July 8, 2021 were \$423,921.79, payroll for June 11, 2021 through July 8, 2021 was \$39,489.22 for a total of \$463,411.01. **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 Andy Bishop: To Approve the Financial Report and Authorize the Disbursement of Funds from the District's Treasury in the Sum of \$463,411.01 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

**PUBLIC**

**HEARING: PUBLIC NOTICE OF WRITTEN AGREEMENT – GOLDEN GATE HIGHWAY DISTRICT #3 AND HOMEDALE HIGHWAY DISTRICT**

The public hearing was opened by Chairman Fred Sarceda at 12:20 p.m. No one from the public was present for the public hearing. The two parties agreed upon the agreement that was written up by Attorney William F. Gigray between Homedale Highway District and Golden Gate Highway District #3. **Motion: Made by Commissioner Ed Leavitt: To Accept the Written Agreement With Homedale Highway District and Golden Gate Highway District #3, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

APPROVE RESOLUTION 2021-07 AUTHORIZING THE CHAIRMAN TO SIGN THE HIGHWAY DISTRICT'S AGREEMENT FOR SALE AND TRANSFER OF PROPERTY

**Motion: Made by Commissioner Ed Leavitt: To Approve Resolution 2021-07 Authorizing the Chairman to Sign the Highway District's Agreement For Sale and Transfer of Property, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

The public hearing was closed at 12:27 p.m.

**OLD**

**BUSINESS:** None

**NEW**

**BUSINESS  
CONT'D:**

**CONSIDER APPROVAL OF RESOLUTION INITIATING VALIDATION  
PROCEEDINGS WEST END OF MIDDLE ROAD – JEFF AND AMBER DEWEY**

The Board agreed with Jeff and Amber Dewey to move forward with the Vacation of the West End of Middle Road after J-U-B Engineers got a legal description done and back to the Director of Highways and the Director needs to come up with a final design plan with the Dewey's for the Highway District's turn-a-round. Attorney William F. Gigray informed the Board that when those staff items were finished, then the Board will finalize the resolution of intention to validate and then the Highway District will initiate the Vacation procedure. Discussion only, no motion needed.

**ELECTION OF OFFICERS – VICE CHAIRMAN**

**Motion: Made by Commissioner Andy Bishop: To Appoint Commissioner Ed Leavitt as Vice Chairman, Seconded by Commissioner Fred Sarceda.** The vote was unanimous. Motion carried

**APPOINT REPRESENTATIVE FOR COMPASS**

**Motion: Made by Commissioner Ed Leavitt: To Appoint Director Bob Watkins and Commissioner Andy Bishop as Representatives For Compass, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried

**AUTHORIZE CHAIRMAN TO SIGN FINAL PLAT – MARLIA SUBDIVISION**

District Engineer Christopher Pettigrew presented the Marlia Subdivision Plat Mylar to the Board. J-U-B Engineer firm, Christopher Pettigrew, went through our final plat standards and checklist and completed it for the Marlia Subdivision Plat. This original Mylar had handwritten notes on page 2, so the Board wanted a new one with the noted changes to be printed correctly. **Motion: Made by Commissioner Ed Leavitt: To Authorize the Chairman to Sign the Final Plat for Marlia Subdivision After A New Mylar Is Printed With the Corrected Changes, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried

**DISCUSS PHASE II OF HOMEDALE ROAD**

Director of Highways Bob Watkins explained to the Board that Phase II of Homedale Road Project consisted of the bridge rebuild between Ruby Lane and VanSlyke Road FY2022. **Motion: Made by Commissioner Ed Leavitt: To Approve To Add Phase II of Homedale Road To the FY2022 Budget and Allow the Director To Move Forward With Designing Of the Bridge and Getting Options Together For the Bid, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried

AUTHORIZE DISTRICT SECRETARY TO PUBLISH NOTICE TO HIRE DISTRICT MAINTENANCE/HEAVY EQUIPMENT OPERATOR

**Motion: Made by Commissioner Andy Bishop: To Authorize the District Secretary to Publish Notice To Hire District Maintenance/Heavy Equipment Operator, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

REVIEW TAMURA FARMS LEASE

The Board reviewed the current farm lease with Tamura Farms and asked the staff to get some more information for them to continue their review at the August regular meeting.  
**Motion: Made by Commissioner Ed Leavitt: Authorize Staff To Prepare A Bid Process For the 2022 Farm Lease Agreement That Will Include the Lease To Be A Minimum of 3 Years and Be Ready For Review At the August Regular Meeting, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

CONVENTION

The Board and Staff discussed who would be attending the Annual IAHD Convention in Coeur d'Alene, ID. in November and who would cover the office when everyone is gone.  
**Motion: Made by Commissioner Ed Leavitt: To Re-visit the Convention Discussion Contingent On the Staff Making Arrangements For the Office To Be Covered When the Secretary, Director, and Foreman Are Gone At the Same Time, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

DISCUSS AND AUTHORIZE CHAIRMAN TO SET A DATE FOR THE NOVEMBER REGULAR MEETING

Secretary Anita Herman asked the Board to move the November regular meeting from November 11<sup>th</sup> since some of the Staff and Commissioners might be attending the November IAHD Convention.  
**Motion: Made by Commissioner Andy Bishop: To Authorize the Chairman To Set the Regular November Meeting Date To November 18, 2021 At 9:00 A.M., Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

CONSIDERATION OF APPROVAL TO RECOGNIZE NEW FEDERAL HOLIDAY – JUNETEENTH

The Board discussed with the District Attorney about adopting the new Federal Holiday.  
**Motion: Made by Commissioner Ed Leavitt: To Authorize the District Attorney To Make A Resolution To Adopt Juneteenth Into Our Policy Code, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

CONSIDERATION TO LIFT COVID-19 MEETING ROOM RESTRICTIONS

Secretary Anita Herman asked the Board to discuss removing the Covid-19 Conference Room restrictions in order for the Highway District to hold the quarterly ACCHD and MOJO meeting at the District office. **Motion: Made by Commissioner Ed Leavitt: To Remove the Covid-19 Conference Room Restrictions, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

#### FY2022 BUDGET DISCUSSION

Secretary Anita Herman and Director Bob Watkins presented their draft of the FY2022 Budget. The Board discussed what changes they would like to see in the final publication that they would approve at the August regular meeting. Discussion only, no motion needed.

#### **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 reported to the Board that he reviewed 8 items for the Highway District for the month. (Land divisions and rezones).

#### **ATTORNEY'S**

**REPORT:** Attorney William F. Gigray reported to the Board that he was working on finishing the excavator purchase from Nampa Highway, he finished the Variance for Northrup/Gates, working on the Validation on Middle Road, discussed current Covid-19 restrictions with the District Secretary, and got the last easement finished up that was needed for the Homedale Road project.

#### **GENERAL**

**MATTERS:** None

#### **COMMUN-**

**ICATIONS:** None

#### **MOJO**

**REPORT:** Next meeting is July 15, 2021 at Golden Gate Highway District #3.

#### **IAHD**

**REPORT:** None

#### **ACCHD**

**REPORT:** Next meeting is July 15, 2021 at Golden Gate Highway District #3.

**COMPASS  
REPORT:** None

**EXECUTIVE  
SESSION:** None

**SPECIAL  
BUSINESS:** Director Bob Watkins asked the Board if they could change the meeting time for the August 12, 2021 meeting to 10:00 a.m. instead of 12:00 p.m. due to schedule conflicts.

**ADJOURN-  
MENT:** There being no further business to come before the Commissioners, the meeting was adjourned at 3:37 p.m. **Motion: Made By Commissioner Andy Bishop: To Adjourn the Meeting, Seconded by Commissioner Ed Leavitt.**

Next regular meeting is scheduled for August 12, 2021 at 10:00 a.m.

  
CHAIRMAN

  
SECRETARY

July 8, 2021

To: GGHD Commissioners

From: Casey Percifield

**Subject: Road Report for July 2021**

This past month the crew has accomplished:

- Prepared roads for chip sealing, patching, Sweeping, brushing, and tabbing.
- Dura patching
- Chip sealed 27 miles

Next month's projects

- Sweeping excess chips
- Helping Notus/Parma chip seal with 2 trucks, and roller
- Continue Dura Patching
- Start Painting center and fog lines
- Haul pit run to yard from Mojo
- Prepare for fog sealing, 3 Subdivisions



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# Golden Gate Highway District No. 3

Commissioners: Virgil Holsclaw, David Lincoln, Fred Sarceda

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July 7<sup>th</sup>, 2021

To: GGHD Commissioners

From: Bob Watkins Director of Highways

Subject: Directors Report

- The crew just finished our chip seal operation of approximately 27 miles In 5 days. We had an unfortunate breakdown/storm event that kept us from finishing on Monday.
- I have recently sent 5 administrative land division applications to JUB for review and comment.
- Recently talked with Duane Casey They are going to pipe the Needum Lateral on Homedale Rd. under the conditions that we supply the pipe. This is for the widening of and to improve drainage along Homedale Rd. both east and west of Allendale Rd. 1,960ft of 15" pipe required.
- I have also been getting prices from our vendors for the fy2022 budget.
- The Homedale Rd. project is moving along they have all the culvert pipes installed and have started to rehab the subgrade prior to grinding. CSC was going to grind and pave the first section but have decided to move on to the next section to rehab the shoulders and grind both sections at one time. Track utility is in the process of moving all power poles to the outer edge of right of way.
- The crew has started to broom chip seal roads. We are using the water truck ahead of the broom to keep dust to a minimum around hop fields.
- Theuson construction has also finished up our crushing.



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