

**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

**August 9, 2022**

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 12:00 P.M. on Tuesday, August 9, 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, Engineer Christopher Pettigrew 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 Thursday, August 4, 2022 at 11:00 a.m. at the locations listed on the agenda. **Motion: Made by Commissioner Andy Bishop: To Approve the Posting of the Agenda, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

**VISITORS:** Greg Obendorf – Obendorf Farms

**PUBLIC**

**INPUT:** None

**MINUTES**

**READ AND**

**APPROVED:** Minutes of the meetings were read. **Motion: Made By Commissioner Ed Leavitt: To Accept and Approve The Minutes of Regular Meeting July 13, 2022, Seconded By Commissioner Andy Bishop.** 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 July 13, 2022, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

**FINANCIAL**

**REPORT:** Secretary/Clerk Anita Herman gave the financial report as follows. The expenses for July 14, 2022 through August 9, 2022 were \$95,249.27, payroll for July 14, 2022 through August 9, 2022 was \$47,004.04 for a total of \$142,253.31. **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 \$142,253.31 for the Payment of the Bills Presented by the Treasurer, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

#### **NEW**

**BUSINESS:** AUTHORIZE CHAIRMAN TO SIGN FY2023 J-U-B AGREEMENT  
District Engineer Christopher Pettigrew presented to the Board the FY2023 fee schedule and breakdown and answered the Board's questions. **Motion: Made by Commissioner Ed Leavitt: To Authorize the Chairman To Sign FY2023 J-U-B Agreement, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

#### **DISCUSS CONVENTION**

District Secretary Anita Herman presented to the Board information on the 2023 IAHD convention that will take place from November 14<sup>th</sup> - 17<sup>th</sup> in Coeur d'Alene, Idaho. It was decided after discussion that Director Bob Watkins and Road Foreman Casey Percifield would attend this year. **Motion: Made by Commissioner Andy Bishop: To Approve the Funding FY2022 IAHD Convention, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

#### **PUBLIC**

**HEARINGS:** FY2021-2022 BUDGET AMENDMENT HEARING  
**Motion: Made by Commissioner Andy Bishop: To Open the Public Hearing For FY2021-2022 Budget Amendment Hearing at 12:15 p.m., Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

The public hearing was opened by Chairman Fred Sarceda at 12:15 p.m. Present at the hearing were: Commissioners Fred Sarceda, Andy Bishop, and Ed Leavitt, Director Bob Watkins, Road Foreman Casey Percifield, Engineer Christopher Pettigrew, Secretary Anita Herman, and Attorney Jay Kiiha. No one from the public was present for the public hearing.

**Motion: Made by Commissioner Ed Leavitt: To Close the Public Hearing For FY2021-2022 Budget Amendment Hearing at 12:16 p.m., 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 Christopher Pettigrew presented his attached report.

**ATTORNEY'S  
REPORT:** None

**GENERAL  
MATTERS:** None

**COMMUN-  
ICATIONS:** None

**MOJO  
REPORT:** None

**IAHD  
REPORT:** None

**ACCHD  
REPORT:** None

**COMPASS  
REPORT:** None

**PUBLIC  
HEARINGS:** FY2022-2023 BUDGET HEARING

**Motion: Made by Commissioner Andy Bishop: To Open the Public Hearing For FY2022-2023 Budget Hearing at 12:30 p.m., Seconded by Commissioner Ed Leavitt.**  
The vote was unanimous. Motion carried.

The public hearing was opened by Chairman Fred Sarceda at 12:30 p.m. Present at the hearing were: Commissioners Fred Sarceda, Andy Bishop, and Ed Leavitt, Director Bob Watkins, Road Foreman Casey Percifield, Engineer Christopher Pettigrew, Secretary Anita Herman, and Attorney Jay Kiiha. No one from the public was present for the public hearing.

**Motion: Made by Commissioner Ed Leavitt: To Close the Public Hearing For FY2022-2023 Budget Hearing at 12:40 p.m., Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

**OLD  
BUSINESS:** DISCUSS 5 YEAR CAPITAL IMPROVEMENT PLAN – REMAINING GRAVEL ROADS IN DISTRICT

Continuing the discussion from last month's meeting, Mr. Greg Obendorf, Obendorf Farms, LLC, was present and discussed with the Board and Director Watkins the options for paving the remaining gravel roads and possible landowner financial help. After all prior discussions and this discussion, the Board decided that the Highway District would

budget to pave one mile of gravel road a year with no help from the landowners.  
Discussion only, no motion needed.

**NEW**

**BUSINESS:** CONSIDER APPROVAL OF FY2022 BUDGET AMENDMENT RESOLUTION 2022-06

**Motion: Made by Commissioner Andy Bishop: To Adopt the FY2022 Budget Amendment Resolution 2022-06, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

CONSIDER APPROVAL OF FY2023 BUDGET RESOLUTION 2022-07

**Motion: Made by Commissioner Ed Leavitt: To Adopt the FY2023 Budget Resolution 2022-07, Seconded by Commissioner Andy Bishop.** The vote was unanimous. Motion carried.

AUTHORIZE CHAIRMAN TO SIGN 2022 DOLLAR CERTIFICATION OF BUDGET REQUEST TO THE BOARD OF CANYON COUNTY COMMISSIONERS L-2

**Motion: Made by Commissioner Andy Bishop: To Authorize the Chairman To Sign 2022 Dollar Certification of Budget Request To the Board of Canyon County Commissioners L-2, Seconded by Commissioner Ed Leavitt.** The vote was unanimous. Motion carried.

**EXECUTIVE**

**SESSION:** None

**SPECIAL**

**BUSINESS:** None

**ADJOURN-**

**MENT:** There being no further business to come before the Commissioners, the meeting was adjourned at 1:00 p.m. **Motion: Made By Commissioner Andy Bishop: To Adjourn the Meeting, Seconded by Commissioner Ed Leavitt.**

Next regular meeting is scheduled for September 14, 2022 at 12:00 p.m.

  
CHAIRMAN

  
SECRETARY

# Golden Gate Highway District No. 3

Commissioners: Andy Bishop, Ed Leavitt, Fred Sarceda

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August 9, 2022

To: GGHD Commissioners

From: Casey Percifield

**Subject: Road Report for August 2022**

This past month the crew has accomplished:

- Fixed head wall and drain, Fargo Rd gravel road section
- Painted center, and fog lines
- Sent chip box off to Pocatello for repair
- Finishing grader patching
- Hauled chips to yard from Mojo
- Dura Patched City of Wilder, and our own

## Next month's projects

- Dura patching
- Grading gravel roads
- Continue hauling chips, and ¾ to yard
- Spot spraying



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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August 8, 2022

**To:** GGHD Commissioners

**From:** Bob Watkins Director of Highways

**Subject:** Directors Report

- Kelley Administrative Land Division Review
- Sunny Slope TIS Review
- Mc Dowell Sub- Preliminary Plat--- Fran Ln.
- Winslow- Administrative Land Division Review
- Peckham Rd. update- Waiting on UPRR for a timeframe. The project is currently under review by their real estate group
- Meet with Matt Freelove to look at some projects for this upcoming winter.

End Report



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

J-U-B COMPANIES



THE  
LANGDON  
GROUP



GATEWAY  
MAPPING  
INC.

August 8, 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:

- Sunny Slope RV **Resort** TIS – reviewed and comments addressed by applicant
- Kelley **Administrative** Land Division – comments **provided** to County 07/25/22
- McDowell Subdivision Preliminary Plat – comments **provided** to County 08/08/22
- Winslow Estate **Administrative** Land Division – currently **reviewing**

The following items are carry-over from last update:

- LILBP Funding **Applications** – results pending
- FY23 LRHIP **Application** for **Transportation** Master Plan Update – funded, will receive **more information** from LHTAC in October/November
- Upper Pleasant 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