

**DISTRICT SECRETARY'S FINAL MINUTES  
BOARD OF COMMISSIONERS SPECIAL 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

May 3, 2021

A special meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 1:00 p.m. on Monday, May 3, 2021 in the Commissioners Meeting Room at the District Administrative Office at 500 E. Golden Gate Avenue, Wilder, Idaho.

**PRESENT:** Commissioners Virgil Holsclaw, Fred Sarceda, and David Lincoln, Director of Highways Casey Percifield, Attorney William F. Gigray, and Secretary/Clerk Anita Herman

**ABSENT:** None.

**CALL TO  
ORDER:**

The meeting was called to order at 1:00 p.m. by Chairman Virgil Holsclaw.

**Motion: Made by Commissioner David Lincoln: To Amend the Agenda To Add Action Items To All Special Business Items Listed Under 5 On the Amended Agenda Notice For This Special Meeting. In Support of the Motion Commissioner David Lincoln Declared That This Motion Is Due To Emergency Involving the Construction of Homedale Road Rebuild Phase I and the Vacancy of the Positions of Director of Highways and District Engineer. Special Business Items Listed Under 5 of the Agenda Notice Did Not Include An Action Item Due To Inadvertent Mistake Because of the Vacancy Created in the Position of Director of Highway and District Engineer. Failure To Take Final Action On These Items Will Likely Involve Financial Loss To the Highway District Because of the Construction Deadlines For the Homedale Road Rebuild Phase I and the Staffing Vacancy of the Director of Highways and District Engineer, Seconded By Commissioner Fred Sarceda.** The motion was unanimous. Motion carried.

**AGENDA  
REVIEW:**

Secretary Anita Herman reported she posted the original agenda for this special meeting on Thursday, April 29, 2021 at 4:50 p.m. at the locations as stated on the Agenda Notice. **Motion: Made by Commissioner David**

**Lincoln: To approve the Posting of the Agenda, Seconded By Commissioner Fred Sarceda.** The motion was unanimous. Motion carried.

**VISITORS:** None

**SPECIAL**

**BUSINESS:** CONSIDERATION OF APPROVAL OF A CHANGE ORDER FOR THE HOMEDALE ROAD CONSTRUCTION PROJECT

Attorney William F. Gigray reported to the Board his discussion with Dar Symms (Symms Fruit Ranch) regarding the irrigation water issue at Homedale Road. Director Casey Percifield discussed two other change orders that would need to be done also at Garnet Road (pipe to be replaced/added back) and at Agate intersection (replacing ditch and fence for Jessica Ball). **Motion: Made by Commissioner David Lincoln: To Authorize the Director to Approve Change Orders For Homedale Road Construction Project, Seconded By Commissioner Fred Sarceda.** The motion was unanimous. Motion carried.

CONSIDER FOR APPROVAL AND AUTHORIZE CHAIRMAN TO SIGN PROFESSIONAL SERVICES AGREEMENT WITH J-U-B ENGINEERS, INC. & RESOLUTION 2021-05 – AUTHORIZE DISTRICT ENGINEER PROFESSIONAL SERVICES AGREEMENT WITH J-U-B ENGINEERS, INC

Director Casey Percifield and Attorney William F. Gigray discussed the details of the agreement that J-U-B and Attorney William F. Gigray came up with to the Board. **Motion: Made by Commissioner Fred Sarceda: To Approve Resolution 2021-05 and the Contract Authorizing District Engineer Professional Services Agreement with J-U-B Engineers Inc., Seconded By Commissioner David Lincoln.** The motion was unanimous. Motion carried.

RESOLUTION 2021-06 – REPEALING 7.6 AND 7.7 THE ADDITION OF NEW CHAPTERS 6 AND 7 OF TITLE 7 IN DPC

Attorney William F. Gigray reported to the Board that this Resolution amends the policy code book for the Director of Highways and District Engineer positions. **Motion: Made by Commissioner Fred Sarceda: To Table Resolution 2021-06 to a Later Date, Seconded By Commissioner David Lincoln.** The motion was unanimous. Motion carried.

CONSIDERATION OF APPROVAL OF NOTICE OF HIGHWAY DISTRICT ENGINEER POSITION OPENING & CONSIDERATION OF APPROVAL OF APPLICATION FOR HIGHWAY DISTRICT ENGINEER

**Motion: Made by Commissioner David Lincoln: To Approve the Application and Authorize the Advertising For Highway District**

**Engineer, Seconded By Commissioner David Lincoln.** The motion was unanimous. Motion carried.

**EXECUTIVE**

**SESSION: Motion: Made By Commissioner David Lincoln: To Convene Into Executive Session at 1:46 P.M. Under I.C. §74-206 (1) (a) To Consider Hiring A Public Officer, Employee, Staff Member Or Individual Agent, Wherein the Respective Qualities of Individuals Are To Be Evaluated In Order To Fill A Particular Vacancy Or Need, Seconded By Commissioner Fred Sarceda.**

A roll call vote was taken by Secretary Anita Herman.

Commissioner - David Lincoln – Yes

Commissioner Virgil Holsclaw – Yes

Commissioner – Fred Sarceda – Yes

Director of Highways Casey Percifield, Secretary/Clerk Anita Herman, and Attorney William F. Gigray were also in attendance.

**Motion: Made By Commissioner David Lincoln: To Come Out of Executive Session at 2:14 P.M., Seconded By Commissioner Fred Sarceda.** The motion was unanimous. Motion carried.

Information was received, no action taken.

**ADJOURN-**

**MENT:** There being no further business to come before the Commissioners, the meeting was adjourned at 2:15 p.m. Next regular meeting is scheduled for May 13, 2021 @ 11:30 a.m.

  
CHAIRMAN

  
SECRETARY