

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR MEETING

PRESENT: Commissioners, Dick Smith, Randy Noble, and Bryce Millar, Attorney David Wynkoop, Director Casey Bequeath, Engineer Eric Shannon, and District Clerk Paige Rhoades

GUESTS: Tom Points, City of Nampa; Jeff Kasma, City of Nampa; ROW Agent Eddy Thiel; Mark Hess; Josh Tyree, Harris & Co CPA; Kevin Congo, Harris & Co CPA

Chairman Dick Smith called the meeting to order at 8:00 a.m. and all present said the Pledge of Allegiance.

Commissioner Millar made a MOTION to approve the regular minutes from January 10, 2017. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to approve the agenda as posted. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Jeff Kasma with the City of Nampa advised the Board that their crews are trying to stay ahead of the weather. Crews are currently cleaning out catch basins in preparation for melting snow and more snow to come in the next few days. Mr. Kasma stated that the City of Nampa hired 12 graders with operators from local companies to help clear subdivisions. Due to having no logical place for snow to go in subdivisions the City's typical policy is to stay out of subdivisions if possible. The 12 hired graders took 3 days to clean out the subdivisions the best they could.

Tom Points with the City of Nampa advised the Board they are busy with designing projects. They are expecting this year to be very busy with construction. The City of Nampa is going to start putting in an old-style wire span signal light at 39th and Garrity. The City determined that a temporary signal light was more efficient in this location than a permanent signal due to the growth of development in the area. Mr. Points stated that once they have a break in the weather they will begin this project.

Engineer Shannon advised the Board that the Title Reports for the first 19 parcels for the Robinson & Victory Roundabout were delivered on January 26th, 2017. Six Mile Engineering will begin the topographic survey work once the weather permits.

Engineer Shannon advised the Board that the project kick off meeting with Parametrix for the Happy Valley & Victory Roundabout was held on January 12th, 2017. Engineer Shannon stated that he also had a conference call with Parametrix, the City of Nampa, and the FAA regarding the transfer of airport land on January 30th, 2017.

Engineer Shannon advised the Board that he signed the Professional Services Agreement on January 26th, 2017 for the Robinson & Amity Roundabout. The project kick off meeting is scheduled for February 1st, 2017 with Keller Associates.

Executive Session: Commissioner Noble made a MOTION to go in to Executive Session Pursuant to Idaho Code 74-206 (1) (c) at 8:20 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED. Upon roll call Commissioner Noble voted aye, Commissioner Smith voted aye, and Commissioner Millar voted aye. MOTION CARRIED. No action taken. The Board concluded Executive Session at 8:39 a.m.

Engineer Shannon advised the Board that he has reviewed the proposed Development Agreement for the Table Meadows Subdivision that was provided to him at the last meeting. After some back and forth discussions, Staff and the Developers reached an agreement. Terms agreed to are as follows:

1. Nampa Meridian Irrigation District will maintain pressurized irrigation.
2. HOA will maintain landscaping, storm drain, curb, gutter and sidewalks. No street lights are being installed.
3. The Developer guarantees the curb, gutter and sidewalk if the HOA fails.
4. The City guarantees the storm drain if the HOA fails.

The final version of the Development Agreement was sent to the Developer on January 19th, 2017 and the Engineer emailed on January 30th, 2017 that he is working on obtaining signatures.

Engineer Shannon advised the Board that he has been working with the Developer with Golden Hills Subdivision to finalize all the required paperwork and submittals. Engineer Shannon will present the final plat for signature within the next two meetings. Engineer Shannon will obtain a written commitment from the developer that he agrees to re-stabilize the slopes that were disturbed from utility trenching once the snow melts.

Engineer Shannon advised the Board that the 2017 Edition of the ACCHD Standards Manual has been issued and was posted on the website on January 23rd, 2017.

Engineer Shannon advised the Board that the final plan for the Lake Lowell Area Bicycle and Pedestrian Access Plan was completed October 2016 and was posted on the FHWA website. Engineer Shannon presented the Board with the project priority list, and asked whether the Board would like to officially adopt the plan. After discussion, the Board decided they would not take any action on this topic at this time.

Mark Hess appeared before the Board a few minutes prior to 9:00am. Mr. Hess had no objection to starting prior to 9:00am. Mr. Hess is requesting a variance from standards to place a new driveway on the east side of Madison Rd. to serve a lot created some years ago, but which currently has no access. Engineer Shannon asked whether the Hess's owned any of the other lots on Madison Road. Mr. Hess said yes, to the south, but not to the north. Engineer Shannon

suggested that any variance be subject to a deed restriction addressing access to all contiguous Hess property on the east side of Madison Road. Commissioner Millar made a MOTION to approve the Variance subject to deed restriction and as long as the location passes sight distance. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Engineer Shannon addressed the Board regarding the Nelson-Deppe Pit #9. Engineer Shannon advised the Board that the Idaho Department of Lands requires the District to file a document to transfer responsibility for reclamation of this pit from the previous owner, Larry Nelson, to the District. Mr. Shannon has completed the transfer document, but needs the Board to authorize the Chairman to sign it before it can be submitted to the Department of Lands. Commissioner Noble made a MOTION to authorize the Chairman to sign the Reclamation Plan Transfer Document. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Engineer Shannon addressed the Board regarding Bowmont Road Surplus property disposal. Engineer Shannon stated that the property was purchased with Federal Aid, and federal policy requires it be appraised, and not sold for less than the appraised value. They first must offer the property to adjacent land owners, second, they offer the property to other governmental agencies and third, they sell the property at auction. ITD is currently working on the appraisals at this time.

Engineer Shannon advised the Board that he attended a meeting with ITD. The topic of discussion was I-84 Franklin to Franklin pavement restoration project. This project consists of two big projects:

1. Franklin (Caldwell) to Karcher / Midland
2. Karcher / Midland to Franklin (Nampa)

ITD will mill and inlay and possibly do some minor widening from Karcher to Franklin (Nampa) depending on funds. There will not be any detours; they will use cross-overs on the freeway, but anticipate some traffic voluntarily diverting to and impacting local roads. They expect to advertise the project in March, award the contract in May and start construction in June. ITD District Engineer, Amy Revis, will discuss this further at the February 6th, 2017 Caldwell Chamber Transportation Committee Meeting.

Director Bequeath advised the Board that the Crew has been working on cleaning up sand prior to the next snow storm.

The Road Crew is back to working on Butte Road. Due to the weather, they are now 30 days behind on the rehab project.

The Bridge Crew has begun working on the Dry Lake culvert crossing project.

The Shop Department has installed the door on the crusher van and will be adding some lights into it while they wait for the generator and the fuel tank to arrive. The Shop Department has been down some crew members so they are using a few guys from the Road crew this week.

The Crusher is down in Yard Pit #9, near the Nelson Deppe pit, crushing rock. The current stockpile should be depleted within the next few weeks. In between jobs Crews will begin reclamation work.

Director Bequeath advised the Board that he has been working with Wayne Davis, the Bridge Foreman, on what paint and beads will be needed for this year. Director Bequeath will present what will be needed at the next meeting.

Director Bequeath advised the Board that he should be getting liquid asphalt quotes from Idaho Asphalt within the next few weeks. Director Bequeath will also get a quote from Western States Asphalt to bring to the Board.

Director Bequeath advised the Board that at the Director's meeting for the ACCHD meeting, Gordon Bates from Golden Gate Highway District notified Director Bequeath that he was interested in looking at the old Paint Striper. Director Bequeath advised the Board that he contacted Canyon Highway District and found out they sold their paint striper for \$30,000. After discussion, Commissioner Millar made a MOTION to offer the old paint striper to Golden Gate Highway District for \$30,000. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Director Bequeath read a few thank you cards and some cheers out of the newspapers thanking our crews for doing such a great job with the conditions that were faced. Director Bequeath advised the Board that even though NHD had mixed emotions from patrons regarding subdivisions, he felt that they made the right decision to help out the people living in subdivisions.

Director Bequeath advised the Board that for the upcoming budget discussions he would like to request that they considering buying additional plows and sanders to help eliminate overtime and eventually being more efficient with winter maintenance.

Director Bequeath advised the Board that the MOU for maintenance on some of the orphan subdivisions has been confusing for some patrons this winter. After discussion, the Board determined that if NHD does get into subdivisions when they have time, they will make sure the orphan subdivisions attached to the MOU are also taken care of. The members of the Board discussed the snow maintenance policy and decided that they will work on a written policy for the following years to come.

Director Bequeath addressed the Board regarding the updating of the Personnel Policy Manual. The Board advised Director Bequeath they would like a little more time to review the draft and to have this matter placed on the Agenda for February 28th, 2017 meeting for approval.

Commissioner Millar made a MOTION to accept the accounts payable and payroll for the month for January. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Josh Tyree and Kevin Congo from Harris and Co auditors appeared before the Board with the FY2016 Audit report. Mr. Tyree presented the report and read through a few of the findings. Mr. Tyree advised the Board that this Audit came back with a clean report with better standings than the previous year.

Commissioner Noble made a MOTION to adjourn at 11:29 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble