

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR MEETING

PRESENT: Commissioners, Dick Smith, Randy Noble and Bryce Millar, Attorney David Wynkoop, District Engineer Eric Shannon, Road Foreman (Interim Director) Devin Muchow and District Clerk Paige Rhoades

GUESTS: Tom Points, Jeff Kasma & Don Barr, City of Nampa; Right-of-Way Agent, Eddy Thiel; Assistant District, Clerk Nicole Riley; Assistant District Engineer, Nick Lehman; Monte Mason; Kalob Turner; Kevin Crocket; Jesse Geary; Jerry Long; Tyson Bird; Bill Izzard; Melinda McDaniel; Winston Goss

ABSENT: Director Casey Bequeath

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 April 11, 2017 and the special meeting minutes from April 20, 2017. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Chairman Smith advised the Board that there were a few amendments to the agenda. ROW Agent Eddy Thiel advised the Board that he has the Financial Guarantee Agreement and Bond to put in place for the Golden Hills Subdivision. Interim Director Devin Muchow advised the Board that Kamiah Highway District was interested in the 2005 Cimeline crack seal machine and the Board needed to determine price. This information was not provided prior to the Agenda being posted and the agenda to be amended with those changes stated. Commissioner Noble made a MOTION to approve the agenda with the changes as stated. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Don Barr with the City of Nampa (Nampa) advised the Board that they will begin chip sealing in June and Mr. Barr asked if the Board would allow his crews to borrow a pneumatic roller as they have in the past. The Board advised that was okay. Mr. Barr advised that crews have begun painting as the weather permits. The Crews have been flushing a lot of pipes and still working on sweeping the streets.

Tom Points with the City of Nampa advised the Board that they have two large bid openings taking place at 11th Ave N and Industrial Way & Lake Lowell Ave safety project. Mr. Points advised the Board that he only received one bidder for those and the bids came in higher than expected. Mr. Points advised the Board that he will be bringing an item to Counsel on Monday to hire a consultant for the Happy Valley and Victory FAA coordination land transfer for NHD right-of-way to allow the roundabout project to proceed forward. Mr. Points provided the Board with a flyer that will be sent out to Nampa residences notifying them of the City of Nampa, Nampa Highway District and ITD upcoming projects for 2017.

ROW Agent Eddy Thiel presented the Board with the License Agreement for Vera Blanksma's private irrigation crossing on CanAda Road that was previously before the Board. Commissioner Millar made a MOTION to approve the license agreement and authorize the Chairman to sign. Commissioner Noble SECONDED the motion. MOTION CARRIED.

ROW Agent Eddy Thiel presented the Board with the License Agreement for the Belmont Heights street light on E Victory between Dewey and McDermott that was previously before the Board. Commissioner Noble made a MOTION to approve the license agreement and authorize the Chairman to sign. Commissioner Millar SECONDED the motion. MOTION CARRIED.

ROW Agent Eddy Thiel presented the Board with the Financial Guarantee Agreement with Bond for Golden Hills Subdivision. The punch list items have been addressed and NHD is ready to accept the subdivision streets for maintenance. Commissioner Noble made a MOTION to approve the agreement and authorize the Chairman to sign, and to accept the right-of-way for maintenance. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Engineer Shannon advised the Board that NHD has received the US Army Corps permit on April 24th, 2017 for the Laster Lane Culvert at Indian Creek. The Consultant is currently working on Legal Descriptions for permanent easement. This project will have to be worked into the already behind scheduled projects for NHD's FY2018 and will be a tight fit in the schedule to get this project completed.

Engineer Shannon advised the Board that the Idaho Press Tribune published an article on April 13th, 2017 for the Robinson & Victory Roundabout project. Engineer Shannon provided the Board with the public attendance information for the Public Meeting that was held on April 19th, 2017. The consultant should have concept finalization and presented for approval within the next few weeks.

Engineer Shannon advised the Board that he had a patron contact him whom lives in Parkcrest Acres Subdivision requesting NHD to install speed bumps in the subdivision. Engineer Shannon advised the Board that he notified that patron that NHD does not install speed bumps through subdivisions per policy. The patron asked if Engineer Shannon would address the Board for reconsideration. After consideration, the Board determined that the policy shall stay as is. Engineer Shannon shall notify the patron.

Engineer Shannon advised the Board that Union Pacific is to replace the rail crossing on Happy Valley Road on Tuesday, May 9th, 2017. Union Pacific stated this will be a one day closure and they are to organize traffic controls with a detour. Engineer Shannon stated that he notified Union Pacific that they would need to provide a news release notifying of the closure.

Engineer Shannon advised the Board that he attended a Freight Advisory Work Group at COMPASS. The workshop provided overview of regional freight study, statistics of freight in the region and freight and land use. Engineer Shannon stated that the next meeting will be held in July.

Bill Izzard appeared before the Board to discuss a variance to the standards on Chicken Dinner Road. ROW Agent Eddy Thiel discussed the details of Mr. Izzard's request with the Board. Commissioner Noble made a MOTION to approve the variance reducing the set back from 70 feet to 50 feet. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Interim Director Devin Muchow advised the Board that the Shop Department has been working on routine maintenance and provided a copy of the shop's report to the Board.

The Bridge Crew is currently working on fences and finishing up on Butte Road. The Crew did some additional unexpected work on Dry Lake Road due to missing a culvert that was covered by snow. The Crew had five (5) culverts on Southside Blvd hydro flushed and the Bridge Foreman is requesting to sleeve the culverts in that area for run off in the future.

Interim Director Devin Muchow advised the Board that Bridge Foreman, Wayne Davis, was looking for approval on purchasing a concrete form to make his own blocks out of the extra concrete that he has ordered. The Board had no objection.

The Road Crew has finished grinding on CanAda Rd and is currently working on the shoulders. Some members of the road crew have begun working on Cherry Lane lowering the water valves and doing some prep work. Interim Director advised the Board that he believes he is getting his crews closer to be caught up on projects after the weather delays.

Interim Director advised the Board that the Budget Hearing has been scheduled for August 10th, 2017 and that notice was sent to the County on April 19th, 2017.

Commissioner Noble addressed the Board regarding a request from a patron regarding a minor doing some community service work. The Board advised that there is just too much of a liability and they cannot allow community service to be completed here at NHD.

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

10:00 a.m. Bid Opening – 2017 Miscellaneous Paving Project

Chairman Smith announced this portion of the meeting was to publicly open bids for the 2017 Miscellaneous Paving Project. He asked Engineer Shannon to open and read the contents of the sealed bid packages, which had been received.

Engineer Shannon opened each bid in the order of which was received, read the name of the bidder, verified the bid form being enclosed, identified their public works license, bid bond enclosed and the sum of the bid. The bids were as follows:

- Nampa Paving, Nampa, Idaho \$1,152,001.00
- Idaho Materials, Nampa, Idaho \$1,630,500.00
- Knife River, Boise, Idaho \$1,417,000.00

- Sunroc, Boise, Idaho \$1,181,500.00

Chairman Smith requested a Motion to instruct staff to inspect the bids and award a contract to the lowest responsive bidder. Commissioner Noble made the MOTION to instruct staff to inspect bids and award a contract to the lowest responsible bidder. Commissioner Millar SECONDED the motion. MOTION CARRIED.

The Board had discussions regarding an interest from Kamiah Highway District in the surplus item of the 2009 Cimeline Crack seal machine. After discussions and researching the worth of the machine, the Board determined they would offer this machine to Kamiah Highway District in the amount of \$7,500. Commissioner Millar made a MOTION to authorize staff to offer sale of surplus Cimeline crack seal machine to Kamiah Highway District for \$7,500. Commissioner Noble SECONDED the motion. MOTION CARRIED.

10:30 a.m. Bid Opening – 2017 Seal Coat Project

Chairman Smith announced this portion of the meeting was to publicly open bids for the 2017 Seal Coat Project. He asked Assistant Engineer Lehman to open and read the contents of the sealed bid packages, which had been received.

Assistant Engineer Lehman opened the only bid received, read the name of the bidder, verified the bid form being enclosed, bid bond enclosed and the sum of the bid. The bids were as follows:

- Idaho Asphalt, Boise, Idaho \$774,700.00

Chairman Smith requested a Motion to instruct staff to inspect the bid and award a contract to the lowest responsive bidder. Commissioner Millar made the MOTION to instruct staff to inspect the bid and award a contract to the lowest responsible bidder. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Melinda McDaniel & Winston Goss with MBA Administrators & Compass appeared before the Board to discuss renewals for medical insurance premiums for FY2018. After discussion, Commissioner Millar made a MOTION to authorize the renewal of insurance for FY2018. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Chairman Smith advised the Board that they needed to discuss the recent policy manual discussion they had with the employees. Commissioner Noble made a MOTION to amend the policy manual to state that there will be four (4) days of bereavement for immediate family allowed and anything additional to the four (4) days the employee shall use vacation time. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to adjourn at 12:10 p.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble