

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR MEETING

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

GUESTS: Tom Points, City of Nampa; Right-of-Way Agent Eddy Thiel; Kent Gengrich, Kurt Greenfield; Jeff & Lori Taylor.

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

Commissioner Noble made a MOTION to approve the regular minutes from May 30, 2017. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Interim Director Devin Muchow advised the Board that an item was brought to his attention after the agenda was posted that needed to be discussed during today's meeting. Staff has discussed with a property owner on Dry Lake Road a license agreement to install a pipe in order to finish the rehab project on Dry Lake Road. Chairman Smith also advised the Board that he would like to add executive session to discuss personnel topics to the agenda. Commissioner Millar made a MOTION to approve the agenda with the changes as stated. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Tom Points with the City of Nampa advised the Board that there is a City Council Transportation Master Plan workshop today, June 8, 2017 at 4:00pm, if anyone would like to attend. This workshop goes over the City's master plan for transportation and upcoming projects for the City of Nampa. Mr. Points advised the Board that the City Council rejected both the bids that they had received on the Karcher Interchange project and that will be put out for bid again to see what other bids they can receive.

Engineer Shannon advised the Board that Staff has been working on the Lola Lane Rehab project between Southside and Happy Valley that is currently scheduled for FY2018. Engineer Shannon advised the Board that there are trees and other things that need to be removed so Staff is trying to get a head start with this project. Staff is currently trying to contact property owners at this time to get trees removed in advance.

Engineer Shannon advised the Board that the City is working with FAA on release of airport owned right-of-way for the Happy Valley & Victory roundabout that is being designed by Parametrix.

Engineer Shannon advised the Board that there is a Public Information Meeting on June 13, 2017 from 4pm to 7pm at Mission Aviation Fellowship for the Robinson & Amity roundabout. Engineer Shannon stated to the Board that there was an article in the Idaho Press Tribune regarding the Public Meeting. The Concept Approval for the project will be held on June 29th, 2017 during the Commissioner Meeting with Keller Associates.

Engineer Shannon advised the Board that Staff has agreed to completing the Ashley Lane Rehab project during this Fiscal Year. Engineer Shannon advised the Board that originally this project was companioned with the Middleton & Orchard signal project but since the Middleton & Orchard signal project has been delayed, the Ashley Lane project was also delayed. Due to the road crew completing FY 2017 paving a little early, Staff decided that they would be able to complete Ashley Lane as well. This project shall be rebuilt after FY2017 chip seal in August.

Kent Gengrich with SPF Water appeared on behalf of the City of Nampa to discuss an Application to Vary Standards for a manhole and valves in the wheel path on Locust Lane. ROW Agent Eddy Thiel discussed the details of the application and Mr. Gengrich advised the Board of the reasoning as to why the manholes were placed in the wheel path. Commissioner Noble made a MOTION to approve the variance request to allow the manhole and valve in the wheel path. Commissioner Millar OPPOSED the motion. Chairman Smith SECONDED the motion. MOTION CARRIED.

Engineer Shannon reported that the EPA is developing a new MS4 permit. In a February meeting, however, the EPA said NHD and CHD would be eligible for a waiver due to the small size of their respective MS4 systems. Based on this, NHD drafted a waiver request, which EPA seemed to be satisfied with, but which IDWR was not. EPA plans to transfer administration of future MS4 permits to IDWR, so wants IDWR concurrence for any waiver. In light of this, Engineer Shannon is drafting recommended language for a future MS4 permit, and is coordinating with CHD as well as three other highway districts in north Idaho.

Engineer Shannon reported that he is working with IDWR regarding floor drains in the District's maintenance facility. State law no longer allows anything that might contain vehicle lubricants, fuels or coolants to drain to the ground. We can easily grout close and eliminate all of our existing floor drains, except for those from wash facilities. Wash facility drains will be more difficult to deal with. IDWR will send more information on possible solutions, and Engineer Shannon will brief the Board further when he receives it.

Kurt Greenfield appeared before the Board to discuss using unmaintained right-of-way off Stagecoach Road for access. ROW Agent Eddy Thiel addressed the Board regarding the details of this request. Commissioner Noble made a MOTION to approve the variance subject to license agreement and a maintenance agreement between the other property owners on the Lane. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Jeff and Lori Taylor appeared before the Board to discuss a direct subdivision lot access on Pit Lane for a new shop. ROW Agent Thiel addressed the Board regarding the details of this request. Commissioner Millar made a MOTION to authorize the access subject to plat amendment and approach permit. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Director Casey Bequeath provided the Board with the most recent work schedule on the FY2017 projects that are currently being completed. Director Bequeath also provided the Board with the FY2017 Chip seal list in case any patrons call them during the chip seal project.

Director Bequeath discussed with the Board the office schedule for the 4th of July. Due to the 4th of July being on a Tuesday this year, the Board advised Director Bequeath to do what he thinks is best for Staff on scheduling.

Interim Director Muchow advised the Board that the Bridge Crew has been painting and will begin working on driveway culverts on Dry Lake Road within the next few days. Interim Director Muchow provided the Board with a map of what all has been painted so far throughout the District.

The Shop Department has been doing routine maintenance and Interim Director Muchow provided the Board with the detailed list of the shop's recent jobs.

The Road Crew has completed around 2 miles on Dry Lake Road. They have worked out an agreement with the final patron to get the fences that need moved out of the right-of-way.

Interim Director Muchow advised the Board that Staff hired a new employee, Roy Eells, for the Road Crew, he begins work on June 26th, 2017.

Director Bequeath and Interim Director Muchow discussed with the Board the License Agreement for Darian Schaffan for the culvert on Dry Lake Road. The Board advised Staff to proceed as seen fit for the situation. This matter will be brought before the Board again at a later date but Staff needed direction on how to proceed in the matter at this time.

Director Bequeath and District Clerk Paige Rhoades discussed thoroughly the first draft of FY2018 Budget with the members of the Board. No decisions were made at this time. This time was set only for discussions.

Commissioner Noble made a MOTION to approve the accounts payable for the month of May. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Executive Session: Commissioner Noble made a MOTION to go in to Executive Session Pursuant to Idaho Code 74-206 (1) (a) at 12:16 p.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. The Board concluded Executive Session at 12:54 p.m.

Commissioner Noble made a MOTION to promote Devin Muchow to Assistant Director. Commissioner Noble advised the Clerk to issue a check to Mr. Muchow with a 5% raise for the months of March thru June for his additional work while the Director was absent. As of June 1st, 2017, Mr. Muchow will have a 6% salary increase for the promotion of Assistant Director. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to adjourn at 12:55 p.m. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble