

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING

November 29, 2018

AMENDED

LOCATION: Nampa Highway District Office **TIME:** 8:00 a.m.
Main Conference Room
4507 12th Avenue Road
Nampa, ID 83686

- **CALL MEETING TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ADMINISTRATIVE ACTION ITEMS:**
 - Regular Meeting Minutes from November 8, 2018
 - Review and Approve Agenda including Amendments
 - Accounts Payable Review through November 29th, 2018 and Payroll for the month of November including longevity checks

8:15 A.M. – City of Nampa

- Enhanced Inspection & Testing Requirement for Projects Involving the City of Nampa Utilities

- **ENGINEER'S REPORT**
 - **ACTION ITEM:** Counter-Offer for Right-of-Way acquisition on Middleton & Orchard Signal Project
 - **ACTION ITEM:** Proposal for center island sculpture on Robinson & Amity Roundabout Project
 - **ACTION ITEM:** Discussion regarding Idaho Unified Certification Program Agreement
 - **ACTION ITEM:** Authorize Chairman to sign Nampa & Meridian Irrigation District Crossing Agreement for Herron Lateral (Structure #10884) and 12th Ave Drain (Structure #10885) Culvert Replacements
- **NEW BUSINESS**
 - Questionnaire in regards to the 2018 LAHD Convention in Cœur d'Alene, Idaho
- **DIRECTOR'S REPORT**
 - **ACTION ITEM:** Surplus Equipment List
- **UNFINISHED BUSINESS**
 - **ACTION ITEM:** Maureen Angerman – Sign License Agreement for fence in the right-of-way on Equestrian Way and Ranchview Drive
- **PUBLIC DISCUSSION**
- **ACTION ITEM: EXECUTIVE SESSION – I.C. 74-206 (1) (a), (b), (c), (d), (e), (f), or (i)**
- **LEGAL COUNSEL REPORT**
- **ACTION ITEM: ADJOURNMENT**

PAIGE RHOADES
DISTRICT CLERK

DATE & TIME POSTED

4507 12th Avenue Road, Nampa, ID 83686



Phone (208) 467-6576 Fax (208) 467-9916

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR MEETING

PRESENT: Commissioners, Dick Smith, Randy Noble and Bryce Millar; Director Devin Muchow; Engineer Eric Shannon; Assistant Engineer Nick Lehman; ROW Agent Eddy Thiel; Attorney David Wynkoop, and District Clerk Paige Rhoades

GUEST: Daniel Badger and Jeff Kasma, City of Nampa

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 Meeting minutes from November 8th, 2018. Commissioner Millar SECONDED the motion. MOTION CARRIED.

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

Commissioner Noble made a MOTION to approve Accounts Payable through November 29th, 2018 and Payroll for November as well as Longevity Checks for 2018. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Jeff Kasma, with the City of Nampa, advised the Board that crews are preparing for winter maintenance and working on making a stash pile of brine. Mr. Kasma advised the Board they have received the brine plant and is currently getting it set up. Mr. Kasma thanked the Board for allowing the use of the Highway District roller to build their chip storage pad. The Board asked Mr. Kasma what different mixtures of salt, sand and brine they were going to use. Mr. Kasma advised the Board that it depended on the temperatures outside for which product they use.

Daniel Badger, with the City of Nampa, advised the Board that Granite Excavation received the contract for the Cities Greenhurst road and culvert project. They will begin work in mid-January for beginning with the culvert replacement. He advised that the Greenhurst Project will begin at the 12th Ave and Juniper section and then when school is out, they will move on to the 12th Ave to Midland section of the project.

Engineer Shannon, Daniel Badger and ROW Agent Thiel discussed recurring quality control issues with City of Nampa utility projects on the NHD right-of-way. The issues consist of (1) non-specification backfill material being placed in the trench when an inspector is not on sight, (2) non-specification backfill methods being used when an inspector is not on sight, (3) inadequate compaction testing being done, and (4) lack of documentation. The City is the permittee on these projects, but the actual work is done by a contractor. Engineer Shannon suggests changing NHD's specifications to require that an inspector to be on sight whenever trench work is being done to (1) observe the work, (2) call for and observe compaction test at the appropriate times, and (3) document and certify that the work was performed per specifications. The inspector would be accountable to the permittee (City) rather than the contractor, and would

either be a City employee, or consultant hired by the City. In cases where the project is owned and funded by a developer, the City would recoup its inspection costs via development fees. The Board directed Engineer Shannon to work with Daniel Badger to draft new specification accordingly, and bring them back to the Board for review and approval.

Right-of-Way Agent Eddy Thiel presented the Board with the license agreement for Maureen Angerman for the fence in the right-of-way on Equestrian Way and Ranchview Drive. Commissioner Noble made a MOTION to approve and authorize the Chairman to sign the license agreement. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Engineer Eric Shannon began his work report.

Engineer Eric Shannon requested the Board go into Executive Session to discuss property acquisition.

EXECUTIVE SESSION: At 8:49 a.m. Commissioner Noble made a MOTION to go into Executive Session pursuant to IC 74-206(1) (c). Commissioner Millar SECONDED the motion. Upon roll call, Commissioner Smith voted "aye", Commissioner Noble voted "aye". and Commissioner Millar voted "aye". MOTION CARRIED. The Board concluded executive session at 9:20 a.m.

For the Happy Valley and Airport Signal project, Staff presented the Board with two concept options for the project. The Board will select one of these options at the next Board meeting on December 11th, 2018.

For the Middleton & Orchard Signal Project, the Board advised Engineer Shannon to continue to proceed as previously agreed upon.

For the Robinson & Amity Roundabout project, Engineer Shannon presented the Board with an updated Center Island Trolley Sculpture proposal. Commissioner Millar made a MOTION to accept the proposal of the sculpture by Ken McCall. Commissioner Noble SECONDED the motion. MOTION CARRIED. Engineer Shannon advised the Board that he has received the Draft PS&E package yesterday and is currently reviewing it. Engineer Shannon advised the Board that he is working on preparing a resolution to officially notify utility companies and order utility relocations on this and future projects. He will provide a draft to the Board at a later date.

For the Sander Barn, the contractor finished the last of the concrete repairs yesterday. Engineer Shannon advised the Board that he is ready to release the retainage and close out the project. Engineer Shannon stated that Shop Foreman and staff have already began putting in the equipment.

For the 11th Ave. & Ustick Roundabout, Staff is still working on the MOU with Canyon Highway District #4 and the City of Nampa. Engineer Shannon advised the Board that CHD#'s Tim Richards had some questions and are still reviewing the MOU.

For the Idaho Unified Certification Program, Engineer Shannon advised the Board that District Clerk Paige Rhoades presented the document to him for review. Engineer Shannon advised the Board that he thoroughly reviewed the document and briefly described the document to the Board but requested Attorney Wynkoop review it further. The Board continued this matter until the end of the meeting to allow Attorney Wynkoop a chance to review the document.

Nampa & Meridian Irrigation District provided a Crossing Agreement for Board review and approval for the Herron Lateral and 12th Ave Drain on Ruth Lane. It was not received in time to put on the agenda 48 hours prior to the meeting time, so it will be presented at the next Board Meeting on December 11th, 2018.

Director Devin Muchow began his work report.

He presented the Board with a copy of the shop department report.

The Bridge crew has almost finished up work on replacement of the culverts on Orchard Ave. The crew will soon move to Deerflat Road to complete the scheduled culvert projects.

The Crusher is working on 1-inch chips in the Nelson Deppe Pit. So far have completed 11,800 yards.

The Road crew has been brushing South Powerline and McElroy prior to the road rehab projects that are coming up at the beginning of the year. The crack seal crew is moving right along the rebuild list at this time trying to stay ahead before the Road Crew starts on the rebuild list. The crew has also patched back the pipe cuts behind the Bridge Crews completed culvert work.

Director Muchow advised the Board that Staff is looking into changes to the internet and phone service provider. So far, Century Link looks like the best option with roughly a \$500 savings to the Highway District.

Director Muchow presented the Board with a copy of the Surplus List. He advised the Board that a Public Hearing shall be scheduled in December.

Director Muchow asked the Board if they would like to continue ordering Christmas hams for the employees. The Board agreed that was a nice gesture for the employees and that they would like to continue that tradition.

Director Muchow discussed the Christmas Party dinner with the Board.

Director Muchow asked the Board if they would like to continue having a white elephant gift exchange lunch with the Staff. After discussion, the Board determined that they would give Staff Christmas Eve off in exchange for the lunch to allow Staff an extra long weekend with their families.

Director Muchow advised the Board that they received an invitation to the retirement party for Highway District 1 Commissioner Dale Miller. The Board advised the Clerk to send a card to Mr. Miller.

This completed Director Muchow's work report.

Attorney Wynkoop advised the Board that he has briefly reviewed the document for the Idaho Unified Certification Program. He advised the Board to direct Engineer Shannon to reply back with a non-agreement to this project. NHD does not handle federal funds therefore does not wish to be a part of this agreement in case of liabilities that could be at stake

Chairman Smith advised the Board and Staff that he wanted to discuss the likes and dislikes about Convention so he can relay thoughts back to the Association.

Commissioner Noble made a MOTION to adjourn at 10:45 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble