

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING February 11th, 2021

LOCATION: Nampa Highway District Office
Main Conference Room
4507 12th Avenue Road
Nampa, ID 83686

TIME: 8:00 a.m.

- **CALL MEETING TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ADMINISTRATIVE ACTION ITEMS:**
 - Regular Meeting Minutes from January 28th, 2021
 - Review and Approve Agenda including Amendments
 - Accounts Payable Review through February 11th, 2021
- **8:15 A.M.** – City of Nampa
- **9:00 A.M. -ACTION ITEM:** Michael Fletcher, Application to Vary Standards for new approach on to Robinson Road
- **10:00 A.M. – ACTION ITEM** –Public Hearing to Adopt 2021 Official District Map
- **ENGINEER’S REPORT**
- **NEW BUSINESS**
 - **ACTION ITEM:** Approval of concept for the Southside & Lewis Roundabout Project
 - **ACTION ITEM:** Approval of concept for the Southside & Kuna Roundabout Project
- **DIRECTOR’S REPORT**
 - **ACTION ITEM:** Salary adjustments for employees
- **UNFINISHED BUSINESS**
 - **ACTION ITEM:** Approve and adopt Updated Personnel Policy Manual
 - **ACTION ITEM:** Formal Decision regarding how to proceed with Middleton & Orchard Signal Project
- **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



NAMPA HIGHWAY DISTRICT NO. 1 REGULAR MEETING

PRESENT: Commissioners Dick Smith, Bryce Millar, & Randy Noble, Attorney David Wynkoop, Director Devin Muchow, District Engineer Nick Lehman, District Clerk Paige Rhoades; Right-of-Way Agent Eddy Thiel, Assistant Engineer Noble Lafferty

GUESTS:

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 Meeting Minutes from January 28th, 2021. Commissioner Noble SECONDED the motion. MOTION CARRIED.

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

Commissioner Millar made a MOTION to approve Accounts Payable through January 28th, 2021 and Payroll for the month of January. Commissioner Noble SECONDED the motion. MOTION CARRIED.

District Engineer Nick Lehman began the Engineer's work report.

For Star & Cherry Roundabout project, District Engineer Lehman advised the Board that the utility moves have almost been completed. Knife River should begin work on February 16th, 2021 with the full closure beginning on February 22nd, 2021.

For Idaho Center & Chery Roundabout project (City of Nampa project), District Engineer Lehman advised the Board that the pre-construction meeting for phase 1 was held on February 4th. He advised that the start of construction for phase 1 will begin on February 15th and should be completed by March 15th. District Engineer Lehman stated that there should not be any lane closures due to this being our detour route for the Star & Cherry Roundabout project.

For the Robinson & Airport Roundabout project, District Engineer Lehman advised the Board that the Public Information meeting is scheduled for March 16th, they would like to have this meeting in person so they can have better feedback from the public. Engineer Lehman advised the Board that he will meet with the adjacent property owners to the intersection prior to the Public Information meeting. Director Muchow presented an email to the Board regarding an accident that occurred at this intersection. The Board asked staff to look into installing an all-way stop at this intersection.

For the Southside & Deer Flat Roundabout project, District Engineer Lehman advised the Board that they are working on setting up the Public Information meeting on March 4th, the designers would prefer to keep this as a virtual meeting. Engineer Lehman advised that Kittelson will attend the February 25th meeting to discuss the concepts for this project with the Board. This project is scheduled for FY2024. The Board asked that staff look at installing an 4 all-way stop prior to the roundabout project.

For the Southside & Lewis Roundabout project, District Engineer Lehman advised the Board that the Public Information meeting was held on February 2nd, 2021. After the consensus from the Public, Commissioner Millar made a MOTION to accept the No Build option and not build the roundabout. Commissioner Millar requested blinking stop signs be installed at all 4 corners of the intersection. Commissioner Noble SECONDED the motion. MOTION CARRIED.

For the Southside & Kuna Roundabout project, District Engineer Lehman advised the Board that they needed to make a motion to accept which concept they would like to go with that was presented during the Public Information meeting on February 2nd, 2021. Commissioner Noble made a MOTION to accept the concept of a single lane roundabout that is offset to the northeast. Commissioner Millar SECONDED the Motion. MOTION CARRIED. Staff will look into the installation of an all-way stop prior to construction in FY2025.

For the Seal Coat Contract, District Engineer Lehman advised the Board that they awarded the contract to Ergon Asphalt & Emulsion. Staff has sent the contracts to Ergon for signature.

For the Paving Contract, District Engineer Lehman advised the Board that they are working on the Contract documents with Nampa Paving for the piggyback of last year's contract.

For the Middleton & Orchard Signal Project, Attorney Wynkoop addressed the Board regarding the court case and the Judge's final decision. Attorney Wynkoop advised that they are waiting to see if attorney's cost will come up for Nampa Highway District to pay the other parties. District Engineer Lehman advised the Board that they would need formal authorization to move forward with the project based on the decision of the Judge. Commissioner Noble made a MOTION to authorize Staff to construct the signal within the ROW of the Nampa Highway District and move forward with the project. Commissioner Millar SECONDED the motion. MOTION CARRIED.

For the Osprey Meadows, District Engineer Lehman advised the Board that they have received the draft Development Agreement. All desired wording has been added as requested and District Engineer Lehman will ask for formal approval at the next meeting on February 25th, 2021.

This completed the Engineer's work report.

At 9:00 a.m., Michael Fletcher and Mike Fletcher appeared before the Board to discuss a variance request to allow for a new residential access on to Robinson Road. ROW Agent Eddy Thiel addressed the Board about what the Fletcher's were anticipating with the request. Mr. Fletcher advised the Board that he is looking at selling the farm ground before he sells his own residence and wanted to make sure that the property would have an access before it was sold. The Board stated that they may need to do some rearranging with some of the current approaches before the Board will accept a new one. The Board recommended that the Fletcher's do some research and they will table this matter until another meeting to allow them time to figure out how to proceed.

Director Muchow began his work report.

Director Muchow presented the Board with the Shop Report.

The bridge crew and the road crew are all working at the roundabout at Happy Valley and Victory.

Director Muchow advised the Board that CAT has changed what filters they use in their machines, based on that the shop has a stockpile of filters that they can no longer use and wants to know what to do with them. The Board advised Director Muchow to either send them to the Auction or see if they could give them to other Highway Districts that might be able to use them.

This completed Director Muchow's work report.

Director Muchow and District Clerk Rhoades discussed with the Board the Salary adjustments with the Board that was discussed during Executive Session at the last meeting. Commissioner Noble made a MOTION to adjust the salaries for District Engineer Lehman and Assistant Engineer Lafferty as discussed during executive session. Commissioner Millar SECONDED the motion. MOTION CARRIED.

District Clerk Rhoades advised the Board that since Engineer Eric Shannon has retired that we should look into getting Engineer Lehman his own credit card. The Board advised District Clerk to get him set up with a company credit card.

District Clerk Rhoades advised the Board that the First Interstate account has become dormant and that she will need a Commissioner to go to the bank with her to get it taken care of.

Assistant District Clerk Nicole Barlow appeared before the Board for approval of the updated Policy Manual that was presented to them at the last meeting. Commissioner Millar made a MOTION to approve and adopt the updated Policy Manual. Commissioner Noble SECONDED the motion. MOTION CARRIED.

10:00 A.M. Public Hearing for Official District Map

At 10:00 a.m. Chairman Smith opened the Public Hearing for adoption of the Official District Map. There was no one from the Public to testify at this time. Chairman Smith closed the Public Hearing. Commissioner Noble made a MOTION to approve and adopt the Official District Map. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to adjourn at 10:03 a.m. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble