

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING September 30, 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 September 9, 2021 and Special Meeting Minutes from September 16, 2021
 - Review and Approve Agenda including Amendments
 - Accounts Payable Review through September 30, 2021 and Payroll for the month of September
- **8:15 A.M. – City of Nampa**
- **9:00 A.M. – ACTION ITEM:** Oleg & Tatyana Chervak - Revisit Variance request to Joe Ln.
- **9:30 A.M. – ACTION ITEM:** Freedom Forever (Sandra Aroz) – Application to Vary Setback from the section line near Deer Flat
- **ENGINEER’S REPORT**
 - **ACTION ITEM:** Robinson & Airport Roundabout project – Authorization to make offers for ROW Acquisitions
 - **ACTION ITEM:** Robinson & Locust Roundabout project – Authorization to make offers for ROW Acquisitions
 - **ACTION ITEM:** Ustick Road Corridor Study – Authorize Chairman to sign MOU with City of Nampa and Canyon Highway District
 - **ACTION ITEM:** Northside & Cherry Roundabout project – Authorize Chairman to sign MOU with the City of Nampa
- **NEW BUSINESS**
 - **ACTION ITEM:** Approve Hughes Engineering Bridge Inspections
 - **ACTION ITEM:** License Agreement for Sandra Clancy – Landscaping within the public ROW along Cherry Ln.
- **DIRECTOR’S REPORT**
 - Discussion RE: past employee medical check uncashed
- **UNFINISHED BUSINESS**
 - **ACTION ITEM:** Sign License Agreement for Beth Morgan, Doug and Rachel Kern
 - **ACTION ITEM:** COVID-19 Discussion
- **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, Randy Noble & Bryce Millar, Attorney David Wynkoop, Director Devin Muchow, District Engineer Nick Lehman, District Clerk Paige Rhoades; Right-of-Way Agent Eddy Thiel
GUESTS: Oleg and Tatyana Chervak

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 September 9, 2021 and the Special Meeting Minutes from September 16, 2021. 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.

Commissioner Millar made a MOTION to approve Accounts Payable through September 30, 2021 and Payroll for the month of September. Commissioner Noble SECONDED the motion. MOTION CARRIED.

ROW Agent Eddy Thiel presented the Board with the License Agreement for Beth Morgan to allow trees and landscaping in the ROW on Stella Court. Commissioner Noble made a MOTION to approve and authorize the Chairman to sign the License Agreement for Beth Morgan. Commissioner Millar SECONDED the motion. MOTION CARRIED.

ROW Agent Eddy Thiel presented the Board with the License Agreement for Doug & Rachel Kern to allow landscaping within the 40ft ROW on Deer Flat Road. Commissioner Noble made a MOTION to approve and authorize the Chairman to sign the License Agreement for Doug & Rachel Kern. Commissioner Millar SECONDED the motion. MOTION CARRIED.

ROW Agent Thiel addressed the Board regarding a developer installing asphalt walkways within the Nampa Highway District right-of-way as part of a new subdivision intersection of Happy Valley Road & Airport Road. ROW Agent Thiel was looking for guidance on who might maintain these walkways if they were ever to fail. ROW Agent Thiel further advised the Board that this issue may come before the Board at a later date and the Board should consider who would be responsible for maintenance.

ROW Agent Thiel addressed the Board regarding a License Agreement for Sandra Clancy in order for her to allow a fence to be installed at the new Star Rd and Cherry Ln Roundabout. ROW Agent Thiel advised the Board that the landscapers who installed the grass and rocks at the new roundabout didn't put the grass far enough back and Ms. Clancy is wanting to install a fence. Ms. Clancy is concerned that when she puts up the fence along her property all the grass and trees that the landscapers installed for NHD's roundabout will not get maintained. ROW Agent Thiel will prepare a License Agreement for the next meeting.

ROW Agent Eddy Thiel addressed the Board regarding the title search that took place for Duck Lane. ROW Agent Thiel stated that the title search did not provide any records indicating that ROW was ever deeded to the Highway District. The Commissioners informed ROW Agent Thiel that any improvements to Duck Lane at this time will need to be done by the developers.

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

For Star & Cherry Roundabout project, Engineer Lehman advised the Board that Idaho Power installed the electrical transformer, so we now have power to the lights. He advised the Board that the mason repaired the brick cap on the center island after the latest vehicle accident.

Engineer Lehman advised the Board that the letters have been sent out to the Utility Companies regarding delay costs. Those amounts are as follows:

- Sparklight - \$8,100
- City of Nampa - \$15,225
- Syringa - \$15,225
- Lumen - \$21,225
- Zayo - \$33,225

For the Middleton & Orchard Signal Project, Engineer Lehman advised the Board that staff is working on the bidding and contract documents. Engineer Lehman has a meeting with T-O Engineers, Parametrix and the City to determine the construction window.

For the Robinson & Locust Roundabout, Engineer Lehman advised the Board that Parcel 7 (Ralls) has accepted the offer and they are working on the closing documents.

For the Robinson & Airport Roundabout, Engineer Lehman advised the Board that Parcel 16 (Lesters) has closed. Engineer Lehman is still waiting on a response from Parcel 17 (Perisols). The other appraisals for the project have not yet been completed.

For the Happy Valley & Locust Roundabout, Engineer Lehman advised the Board that the City of Nampa would like to partner on a project to build a roundabout at this intersection. The City would acquire all the ROW needed for the project then would request that NHD pay 75% of the design and construction costs for the project. The Board advised Engineer Lehman they felt 75% was excessive but would agree to paying 50% of the costs.

At 9:00 a.m., Oleg & Tatayna Chervak appeared before the Board to continue the discussion about an additional access to their property. ROW Agent advised the Board that the Chervak's would like to keep the existing two accesses they have but the fire department is requesting an emergency only access be installed where the new property would be located. The Board advised that if that was blocked with bollards and that only the fire department would have access to the lock then that would be acceptable. Commissioner Noble made a MOTION to approve the variance request for an emergency access to the property with the installation of bollards. Commissioner Millar SECONDED the motion. MOTION CARRIED.

For the Ustick Corridor Study, Engineer Lehman presented the MOU with the City of Nampa and Canyon Highway District to the Board. Six Mile will be completing the Study. Commissioner Millar made a MOTION to approve the MOU for the Ustick Corridor Study not to exceed the cost of \$50,000. Commissioner NOBLE seconded the Motion. MOTION CARRIED.

For Southside & Kuna Roundabout, Assistant Engineer Noble Lafferty, presented concepts the roundabout location and its proximity to the power pole location. After discussion, the Board requested additional information on traffic and to have the item as an action item to the agenda for official decision.

This completed the Engineer's work report.

At 9:30 a.m., Brandon (unknown last name), appeared before the Board on behalf of Freedom Forever to discuss a variance from the setback from 70 feet to 20 feet to install solar panels. After discussion, Commissioner Millar made a MOTION to vary the setback from 70 feet to 50 feet. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Director Muchow began his work report

Director Muchow presented the Board with the Shop Report.

Director Muchow advised the Board that Nick Veldhouse with the Idaho Association of Highway Districts contacted him about some new upcoming legislature about impact fees. Attorney Wynkoop advised the Board that he would like to discuss this more at the end of today's meeting.

Director Muchow advised the Board that the Crusher Crew is currently working on material in the Lola pit.

Director Muchow advised the Board that the Bridge Crew is working on driveway culverts on Ruth Lane and a few culvert sleeves on Maprock Road. They have finished painting and will be working on cleaning and detailing the paint truck for the season.

Director Muchow advised the Board that the Road Crew has finished Ruth Lane and are now doing shoulder work. The Road Crew will begin doing maintenance work and brushing until they begin rebuilding the roads for fiscal year 2022.

Director Muchow advised the Board that Dave Hughes will be doing the annual inspection of bridges and culverts. His cost for inspections for FY2022 will be \$5,950. Commissioner Noble made a MOTION to approve the cost and authorize the Chairman to sign the agreement. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Director Muchow advised the Board that Canyon Highway District would like to know if they would like the ACCHD meeting in October to be held virtually. The Board advised that they would like to attend virtually.

Director Muchow advised the Board that due to the Convention being cancelled, he would like to know if the November regular board meeting should be moved back to the normal week. The Board advised that they would like the November meeting to be moved from November 16th back to November 9th.

Director Muchow advised the Board that Larry Ames, a past employee, contacted him about a couple of checks from Nampa Highway District that he never cashed. The Board advised that it was too far past the date at this time, and they can't reissue the checks.

Director Muchow advised the Board that Sunroc brought in some more people to look over the gravel pit to see if they would still be interested in purchasing it. Due to the Highway District not really being interested in selling the pit at this time they will wait to see how Sunroc proceeds and then will move forward at that time.

This completed the Directors work report.

Chairman Smith advised that he would like to discuss COVID-19, vaccinations, and employee policy. After discussion, Commissioner Noble made a MOTION to approve 5 hours of vacation to any employee who obtains the vaccine within the next 45 days. Employees are to submit proof of vaccination to the Assistant Clerk, Nicole Barlow, as verification. Assistant Clerk Barlow will not keep any copies but take note to whom has provided the vaccination card.

Attorney Wynkoop discussed with the Board some legal updates. He advised the Board that they are working on a new house bill for impact fees. The Idaho Association of Highway District is pushing for highway district impact fees. Attorney Wynkoop advised the Board that since the Convention was cancelled that it will be back in Coeur d'Alene again next year and then revert to Boise the following year.

Commissioner Noble made a MOTION to adjourn at 10:25 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble