

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

**NAMPA HIGHWAY DISTRICT NO. 1
REGULAR BOARD MEETING
March 10, 2022
AMENDED**

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 February 24, 2022
 - Review and Approve Agenda including Amendments
 - Accounts Payable Review through March 10, 2022
- **8:15 A.M.** – City of Nampa
- **9:00 A.M.** – **ACTION ITEM:** Hayden Homes - Application to Vary Standards for construction of infiltration drainage swells along Locust and Happy Valley
- **9:30 A.M.** – **ACTION ITEM:** Timothy Andra - Application to Vary Standards for access to Locust Lane principal arterial
- **10:00 A.M.** - **ACTION ITEM:** Bid Opening for FY22 Miscellaneous Paving Project and authorization for Staff to award the contract to lowest responsive bidder
- **10:15 A.M.** – **ACTION ITEM:** Bid Opening for FY22 Seal Coat Project and authorization for Staff to award the contract to lowest responsive bidder
- **10:30 A.M.** – **ACTION ITEM:** Harris & Co – FY 2021 Audit Report and presentation of the MD & A report (VIA ZOOM)
- **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
- **NEW BUSINESS**
- **DIRECTOR'S REPORT**
- **UNFINISHED BUSINESS**
 - **ACTION ITEM:** Sign Final Plat for Britannia Heights Sub #7
- **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: Commissioner Dick Smith, Commission Bryce Millar, and Commissioner Randy Noble; Attorney David Wynkoop, Director Devin Muchow, Engineer Nick Lehman; District Clerk Paige Rhoades; Right-of-Way Agent Eddy Thiel; Assistant Engineer Noble Lafferty

GUESTS: Eric Scheck; Caleb LaClaire; Kevin Craig; Timmy Andra; Olivia Judd; Shane Strick; Monty Mason; Josh Giudice; Tyson Bird

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 February 24, 2022. 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 March 10, 2022. Commissioner Noble SECONDED the motion. MOTION CARRIED.

ROW Agent Thiel presented the Board with the final plat for Britannia Heights Subdivision. Commissioner Noble made a MOTION to approve and authorize the Chairman to sign the final plat for Britannia Heights Subdivision. Commissioner Millar SECONDED the motion. MOTION CARRIED.

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

For the City of Nampa MOU, Engineer Lehman and Director Muchow discussed with the Board that City of Nampa and NHD staff are working on a new draft of the MOU. Director Muchow advised the Board that he would like to write a letter to cancel the current MOU until the new MOU has been drafted and approved. NHD staff will prepare a letter for Board approval.

For the Middleton & Orchard Signal Project, Engineer Lehman advised the Board that Knife River is finishing up working on the piping and they have started work on the sewer on the west leg of Orchard. Knife River crews have begun working on the road section and are hauling in pit run material. Utility companies have all completed their work except for Intermountain Gas but they have coordinated their work with Knife River. NHD staff has been notified about some property damage in the area. Knife River is looking into the situation.

For Robinson & Locust Roundabout, Engineer Lehman advised the Board that John Hill advised that 2 parcels are done negotiating and he will be preparing the final offer letters next week. One parcel has been sent a letter to remove rocks that were placed in the right-of-way but no response at this time.

For Robinson & Airport Roundabout, Engineer Lehman advised the Board that John Hill met with Parcel #9 to come to an agreement. Property Owner did not accept the offer, John Hill advised the property owner that he has 5 days to respond and if no response John Hill will send a final offer letter.

For the Happy Valley & Victory Surplus Property, Engineer Lehman advised the Board that Robert & Tina Clure will close on the north property on March 16, 2022. The other parcel is out for public agency bids if no response, staff will prepare for the next step in selling of surplus property.

This completed the Engineer's work report.

Director Muchow began his work report.

Director Muchow presented the Board with the Shop Report.

Director Muchow advised the Board that the Bridge crew is currently working on culvert crossings on Locust Lane.

Director Muchow advised the Board that the Road crew is currently working on grinding Melmont Road between Highway 45 and South Powerline.

At 9:00 a.m., Eric Scheck, Caleb LaClaire and Kevin Craig appeared before the Board to discuss a variance to the standards to allow for construction of infiltration drainage swells along Locust Lane and Happy Valley Road. All three individuals discussed the meaning behind the request. ROW Agent Thiel discussed the standards of the highway district for the Board. Director Muchow stated the reason he feels that NHD should not allow infiltration drainage swells along the edge of pavement. The Board advised that they would like Mr. Scheck and Mr. Craig to look for other options for drainage. Commissioner Noble made a MOTION to table this matter until the next Board meeting on March 31, 2022. Commissioner Millar SECONDED the motion. MOTION CARRIED.

At 9:30 a.m., Timothy Andra, appeared before the Board to discuss a variance to the standards for access to Locust Lane. Mr. Andra advised the Board that he is working on moving part of his business out to this parcel but needs a new commercial access for his trucks to get in and out. ROW Agent Thiel discussed with the Board the proper location for the access. Commissioner Noble made a MOTION to approve the variance to allow access on to Locust Lane subject to a deed restriction. Commissioner Millar SECONDED the motion. MOTION CARRIED.

At 10:00 a.m., Bid Opening for FY2022 Miscellaneous Paving

Chairman Smith announced this portion of the meeting was to publicly open bids for the FY2022 Miscellaneous Paving. He asked Engineer Lehman to open and read the contents of the sealed bid packages, which had been received.

Engineer Lehman opened the bids received in order received, read the names of the bidders, verified the presence of the bid form, and bid bond, and read the bid amounts aloud. The bids were as follows:

- Nampa Paving \$2,447,551.00
- Knife River \$3,058,000.00
- Idaho Materials \$3,312,893.00

Commissioner Noble made a MOTION for Staff to review the bids and award the contract to the lowest responsive bidder. Commissioner Millar SECONDED the motion. MOTION CARRIED.

At 10:15 a.m., Bid Opening for FY2022 Seal Coat

Chairman Smith announced this portion of the meeting was to publicly open bids for the FY2022 Seal Coat. He asked Engineer Lehman to open and read the contents of the sealed bid packages, which had been received.

Engineer Lehman opened the bids received in order received, read the names of the bidders, verified the presence of the bid form, and bid bond, and read the bid amounts aloud. The bids were as follows:

- Idaho Asphalt \$1,466,225.00
- Ergon Asphalt \$1,313,170.00

Commissioner Millar made a MOTION for Staff to review the bids and award the contract to the lowest responsive bidder. Commissioner Noble SECONDED the motion. MOTION CARRIED.

At 10:30 a.m., Hale Fields, with Harris & Co appeared via Zoom to present the FY2021 NHD Audit report. After the presentation, District Clerk Paige Rhoades presented the Board with the Management Letter required for audit finalization for Chairman signature. Commissioner Noble made a MOTION to approve and authorize the Chairman to sign the Management Letter for FY2021 Audit. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to adjourn at 10:47 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble