

# NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

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## NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING May 31, 2022

**LOCATION:** Nampa Highway District Office  
Main Conference Room  
4507 12<sup>th</sup> Avenue Road  
Nampa, ID 83686

**TIME:** 8:00 a.m.

- **CALL MEETING TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ADMINISTRATIVE ACTION ITEMS:**
  - Regular Meeting Minutes from May 12, 2022
  - Review and Approve Agenda including Amendments
  - Accounts Payable Review through May 31, 2022, and Payroll for the Month of May
- **8:15 A.M.** – City of Nampa
- **9:00 A.M – ACTION ITEM:** Melinda McDaniel, OneDigital - Benefits renewal (Dental, Medical, Vision, & Buydown Administration)
- **10:00 A.M. – ACTION ITEM:** Michael Knight – License Agreement for rocks within the ROW on South Pit Lane
- **10:30 A.M. – ACTION ITEM:** Garrett Blackner Application to Vary Setback for 4863 Cherry Lane east of Star Road
- **ENGINEER’S REPORT**
  - **ACTION ITEM:** Robinson & Kuna Roundabout Project – Approval of Design Concept
- **NEW BUSINESS**
- **DIRECTOR’S REPORT**
  - **EXECUTIVE SESSION:** IC 74-206 (1)(b) discussion regarding employee
- **UNFINISHED BUSINESS**
  - **ACTION ITEM:** Sign Development Agreement for the Jack’s Place Subdivision
- **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**

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PAIGE RHOADES DISTRICT CLERK

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DATE & TIME POSTED



## **NAMPA HIGHWAY DISTRICT NO. 1 REGULAR MEETING**

**PRESENT:** Commissioner Dick Smith and Commissioner Randy Noble; Director Devin Muchow; Engineer Nick Lehman; Assistant District Clerk Nicole Barlow; Right-of-Way Agent Eddy Thiel; Assistant Engineer Noble Lafferty; Attorney Jay Kiiha  
**GUESTS:** Melinda McDaniel, One Digital; Michael Knight; Garrett Blackner  
**ABSENT:** Commissioner Bryce Millar, District Clerk Paige Rhoades

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 May 12, 2022. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Commissioner Smith made a MOTION to approve the agenda. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to approve Accounts Payable through May 31, 2022, and Payroll for the month of May. Commissioner Smith SECONDED the motion. MOTION CARRIED.

ROW Agent Thiel presented the Board with a Development Agreement for Jack's Place Subdivision. The agreement is with NHD, City of Nampa, and the Developer. Commissioner Noble made a MOTION to authorize the Chairman to sign the Development Agreement for Jack's Place Subdivision. Commissioner Smith SECONDED the motion. MOTION CARRIED.

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

For the Middleton & Orchard Signal Project, Engineer Lehman advised the Board that paving was finished on Wednesday May 25. There is concrete work left to finish, landscaping is finishing up, a retaining wall will need installed at the Church parking lot, and manhole and valve boxes are being raised with concrete collars this week. Knife river is waiting for the signal control box to be shipped.

Robinson & Locust Roundabout, Engineer Lehman reported to the Board that they have been trying to get a meeting set up with property owner of parcel 3 to go over the irrigation to his property, but has yet to hear back from them. Lehman advised the Board that if they fail to hear back from the property owner, they may have to pursue condemnation with them.

For Robinson & Airport Roundabout, Engineer Lehman advised the Board that John Hill has not heard back from Parcel 9 attorney yet. For the project they are finishing up the construction plans focusing on the irrigation so they can get the permits and license agreements from Nampa- Meridian Irrigation.

For Southside & Deer Flat Roundabout appraisal staking will be done the week of June 6<sup>th</sup>, once that is complete it will take a few weeks to get those appraisals back.

Engineer Lehman reported to the Board that the Surplus Property at Happy Valley & Victory will be listed by Matt Bauscher. Mr. Bauscher believes the price from the appraisal is too high so he will be proposing a lower listing price. The appraisal was done in September 2021

Engineer Lehman presented to the Board that the City of Nampa is asking NHD to contribute 37.5% of funds to complete the intersection improvement project at Northside & Ustick. NHD has 1.5 legs of the intersection, Northside BLVD south of Ustick and half of Ustick heading East. The funds would go toward design, right-of-way acquisition and construction cost. After discussion the Commissioners advised Engineer Lehman to

counter back with NHD covering 25% of the costs due to the likelihood that Ustick going East will get annexed into the City by upcoming development.

Engineer Lehman also advised that the City of Nampa is also wondering if NHD would be interested in the future to participate in the construction costs on Franklin Rd. from City Limits to SH 16. After discussion the Commissioners decided they were not interested in helping with the construction costs on the Franklin Rd. improvement project.

Robinson Rd. Railroad Crossing Engineer Lehman reported that he has talked with the City of Nampa and ITD about the idea of putting in an overpass at this railroad crossing. They were both very supportive of the project. Engineer Lehman is working on a cost estimate to help determine the best way to fund the project.

Assistant Engineer Noble Lafferty updated the Board on the Robinson & Kuna Roundabout public meeting that was held Tuesday May 24<sup>th</sup>. There were 7 patrons in attendance all were positive about the project and liked the north-east shift. Assistant Engineer Lafferty advised the Board that he would need the Board to approve a concept design to move forward with. After discussion Commissioner Noble made a MOTION to approve concept design #2 the north-east shift for the Robinson & Kuna Roundabout. Commissioner Smith SECONDED the motion. MOTION CARRIED

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 working on driveway culverts on Lewis Ln and getting that wrapped up.

Director Muchow reported that the Road crew is working on manholes on Middleton Rd. They are also working on rebuilding Greenhurst Rd. between Happy Valley & Robinson and getting close to finishing that. Idaho Materials is grading Melmont today in preparation for paving once the weather allows it.

This completed the Director's work report.

At 9:00 a.m., Melinda McDaniel with One Digital appeared before the Board to present Nampa Highways insurance premium renewals and Cobra/buydown Administration for the year. Melinda advised the Board that our current Cobra/buydown administration will be phasing out that part of their company and we would need to find a new company to administer that portion of our benefits. Melinda also reported that NHD's Select Health insurance premiums have gone down .76%, Delta Dental, and VSP Vision insurance premiums remained the same with no premium changes. After Discussion the Board advised Melinda that Nampa Highway will move their Cobra/buydown administration once the deductible for the year resets in January of 2023. Assistant District Clerk Nicole Barlow will work with Melinda to find which new Cobra/buydown administration company will work best for the Nampa Highway District, once they find the best fit for NHD they will present those finding to the Board for approval. Commissioner Noble made a MOTION to approve renewals to keep Health insurance with Select Health, Delta Dental, and United Heritage VSP insurance. Commissioner Smith SECONDED the motion. MOTION CARRIED.

EXECUTIVE SESSION: At 9:28 a.m., Commissioner Noble made a MOTION to go into Executive Session pursuant to IC 74-206 (1)(B). Commissioner Smith SECONDED the motion. MOTION CARRIED. Upon roll call, Commissioner Smith voted "aye", and Commissioner Noble voted "aye".

The Board concluded executive session at 9:56 a.m. no decisions were made.

At 10:01 a.m., Michael Knight appeared before the Board to discuss obtaining a License Agreement to allow rocks and landscaping within the ROW on S Pit Ln. ROW Agent Eddy Thiel discussed the details of Mr. Knight's request. After discussion the Board told Mr. Knight that he would need to move his rocks outside of NHD's right-of-way due to it being a safety hazard and per Idaho Code §49-221. Mr. Knight left the meeting and the Board requested Eddy Thiel to send Mr. Knight a letter stating he would have 14 days after receiving the letter to remove the rocks from the Right-of-Way. The Board also requested all other landscaping within the Pit Ln. right-of-way to be removed unless a License agreement is approved by the Board of Commissioners.

At 10:20 a.m., Garret Blackner appeared for his 10:30 a.m. agenda item to discuss a Setback variance on Cherry Ln. ROW Agent Eddy Thiel discussed the details of Mr. Blackner's request. They are asking for a setback variance from 70ft to 60 ft. ROW agent Thiel advised the Board and Mr. Blackner that the City of Nampa provided comment to NHD regarding the setback. The City of Nampa is okay with the approval of the setback provided the owners are willing to forego proximity damages in any future ROW acquisitions. After discussion Commissioner Noble made a MOTION to approve the setback variance to 60ft subject to the agreement to forego proximity damages with the City of Nampa. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Attorney Jay Kiiha gave a legal update to the Board of commissioners.

Commissioner Noble made a MOTION to adjourn at 10:35 a.m. Commissioner Smith SECONDED the motion. MOTION CARRIED.

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Chairman, Dick Smith

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Vice Chairman, Randy Noble