

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING November 30, 2023

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 November 7, 2023
 - Review and Approve Agenda including Amendments
 - Accounts Payable Review through November 30, 2023, and Payroll for the month of November
- **8:15 A.M. – ACTION ITEM:** City of Nampa
- **9:00 A.M. – ACTION ITEM:** Gary Bartlow – License Agreement – to allow irrigation line and landscaping in the ROW on Deer Sky Ranch Trail
- **9:30 A.M. – ACTION ITEM:** Bid Openings for Robinson & Airport Roundabout Surplus Property
- **10:00 A.M. – ACTION ITEM:** Warren Dowdle License Agreement on Ranch View Dr.
- **ENGINEER’S REPORT**
 - **ACTION ITEM:** Robinson & Locust Roundabout Project – Consider and Approve counter offers for right-of-way acquisition.
 - **ACTION ITEM:** Northside & Cherry Roundabout Project – Authorization to make offers for ROW acquisition.
 - **ACTION ITEM:** Ada County Highway District Exchange Maintenance Agreement: Approve and Authorize the Commissioners to sign the Exchange Maintenance Agreement
 - **ACTION ITEM:** Ada County Highway District Special Use Permitting Agreement: Approve and Authorize the Chairman to sign the Special Use Permitting Agreement
 - **ACTION ITEM:** Highway District No. 4 Exchange Maintenance Agreement: Approve and Authorize the Chairman to sign the Special Use Permitting Agreement
 - **ACTION ITEM:** Southside & Kuna Roundabout Project – Authorization to make offers for ROW acquisition.
- **DIRECTOR’S REPORT**
 - **ACTION ITEM:** Approve and sign Longevity Checks for FY 2023
- **NEW BUSINESS:**
 - **ACTION ITEM:** Appoint Future Director
- **UNFINISHED BUSINESS:**
 - **ACTION ITEM:** Sign License Agreement for Scott Moore
 - **ACTION ITEM:** Sign Easement for Idaho Power Facilities for Simplot irrigation improvements
- **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: Commissioner Dick Smith, and Commission Bryce Millar; Director Devin Muchow; District Engineer Nick Lehman; District Clerk Paige Rhoades; ROW Agent Eddy Thiel
ABSENT: Commissioner Randy Noble
GUESTS: Gary Bartlow; Doug Roll; Warren Dowdle

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 November 10, 2023. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Commissioner Smith 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 November 30, 2023, and Payroll for the month of November. Commissioner Smith SECONDED the motion. MOTION CARRIED.

ROW Agent Eddy Thiel presented the Board with the easement agreement for Idaho Power for irrigation an electrical service line in the Condo gravel pit for Board approval and signature. Commissioner Millar made a MOTION to approve and authorize the Chairman to sign the easement agreement for Idaho Power. Commissioner Smith SECONDED the motion. MOTION CARRIED.

ROW Agent Eddy Thiel presented the Board with the license agreement for Scott Moore for the Chairman to sign. Commissioner Smith made a MOTION to approve the license agreement and authorize the Chairman to sign. Commissioner Millar SECONDED the motion. MOTION CARRIED.

District Engineer Lehman began his Report.

For Robinson & Locust Roundabout, Engineer Lehman advised the Board that he would need to go into Executive Session to discuss the updates.

At 8:14 a.m. Engineer Lehman requested that the Board go into Executive Session to discuss real estate acquisition for several upcoming projects.

EXECUTIVE SESSION: At 8:14 a.m., Commissioner Millar made a MOTION to go into Executive Session pursuant to IC 74-206 (1)(c). Commissioner Smith SECONDED the motion. MOTION CARRIED. Upon roll call, Commissioner Smith voted "aye, and Commissioner Millar voted "aye".

The Board concluded Executive Session at 8:39 a.m.

For the Robinson & Locust Roundabout, Engineer Lehman advised the Board that this project has been delayed due to complications with right-of-way purchasing and due to litigation, that was discussed during Executive Session.

For the Southside & Kuna Roundabout, Engineer Lehman requested authorization to allow Staff to proceed with making ROW offers based on appraised values for Parcel 5 and Parcel 10. Commissioner Smith made a MOTION to authorize Staff to proceed with making offers based on appraised values for Parcels 5 & 10. Commissioner Millar SECONDED the motion. MOTION CARRIED.

For Northside & Cherry Roundabout Project, Engineer Lehman requested authorization to allow staff to proceed with making ROW offers based on appraised values for Parcel 14 plus 15% as agreed upon.

Commissioner Millar made a MOTION to authorize staff to proceed with ROW offers based on appraised values for Parcel 14 plus 15%. Commissioner Smith SECONDED the motion. MOTION CARRIED.

For Southside & Deer Flat Roundabout, Engineer Lehman advised the Board that he has a meeting set up with the Warn family on Wednesday to discuss the impacts to their property.

For the ACHD Maintenance Swap, Engineer Lehman advised the Board that the Agreements are ready for approval.

Engineer Lehman presented the Board with the ACHD Exchange Maintenance Agreement for approval and authorization for the Board to sign. Commissioner Millar made a MOTION to approve the ACHD Exchange Maintenance Agreement and authorize the Board to sign. Commissioner Smith SECONDED the agreement. MOTION CARRIED.

Engineer Lehman presented the Board with the ACHD Special Use Permit for approval and authorization for the Board to sign. Commissioner Smith made a MOTION to approve the ACHD Special Use Permit and authorize the Board to sign. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Engineer Lehman presented the Board with the Highway District 4 (HD4) Exchange Maintenance Agreement for approval and authorization for the Board to sign. Commissioner Millar made a MOTION to approve the HD4 Exchange Maintenance Agreement and authorize the Board to sign. Commissioner Smith SECONDED the motion. MOTION CARRIED.

This completed the Engineer's report.

At 9:00 a.m., Gary Bartlow and Doug Roll appeared before the Board to discuss a license agreement to allow an irrigation pipe to remain in the ROW on Deer Sky Ranch Trail. One other person appeared with Mr. Bartlow but his name was not audible. ROW Agent Eddy Thiel discussed the request of the license agreement. The Board asked questions as to what the pipe would be serving. Mr. Bartlow answered that the pipe was an additional irrigation line as well as a line to a water tank that would be accessible by the fire department in case of a fire in the subdivision. Commissioner Millar made a MOTION to approve the license agreement and allow the irrigation pipe to remain in the ROW. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Director Muchow began his Director's Report

Director Muchow presented the Board with the shop report.

He advised the Board that the Crusher Crew is still working on chips in the Lola Pit.

The Bridge Crew is working on a box culvert on Glendale and Canyon. They should finish up today.

The Road Crew is doing some crack sealing and pulling shoulders.

Part of the Bridge and Road Crew worked on installing a French drain on Fay to help with some road drainage issues the neighbors brought to the Highway District's attention.

Director Muchow presented the Longevity Check list for Board approval. Commissioner Millar made a MOTION to approve the Longevity Check list and authorize signature of the checks. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Director Muchow advised the Board that they have hired 3 new employees to replace our recent retirees.

Chairman Smith made a MOTION to appoint Nick Lehman as the new Director to begin when Director Devin Muchow retires at the end of December. Commissioner Millar SECONDED the motion. MOTION CARRIED.

This completed the Director's work report.

At 9:30 a.m., this was the time set for the Bid Openings for the sale of the Robinson and Airport Surplus Property. No one appeared for this hearing and no bids were submitted. After discussion, Staff and the Board will proceed to the next steps for selling the remainder parcels of this project.

At 10:00 a.m., Warren Dowdle appeared before the Board to request a license agreement to allow his newly installed light posts at the end of his driveway to remain in the ROW. ROW Agent Eddy Thiel discussed the details of the request. Commissioner Millar made a MOTION to approve the license agreement and allow the light posts to remain in the ROW. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to adjourn at 10:08 a.m. Commissioner Smith SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Secretary / Treasurer, Bryce Millar