

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING August 29, 2024

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:**
 - Approve Regular Meeting Minutes from August 8, 2024, & Special Meeting Minutes for August 13, 2024
 - Review and Approve Agenda including Amendments.
 - Accounts Payable Review through August 29, 2024, and Payroll for the month of August
- **8:15 A.M. – ACTION ITEM:** City of Nampa
- **9:00 A.M. – ACTION ITEM:** White Cloud Communication – discuss possibility of renting space on the radio tower
- **DIRECTOR / ENGINEER’S REPORT**
 - **ACTION ITEM:** Approve FY 24/25 Holiday Schedule
 - **ACTION ITEM:** Approve FY 24/25 Meeting Schedule
 - **ACTION ITEM:** Approve the FY2025-2029 5-Year Work Plan
- **NEW BUSINESS:**
- **UNFINISHED BUSINESS:**
- **ACTION ITEM: 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, Commissioner Bryce Millar, and Commissioner Randy Noble,
District Director Nick Lehman; District Clerk Paige Rhoades

GUESTS:

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 August 8, 2024.
Commissioner Millar SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to approve the Special Meeting Minutes from August 13, 2024.
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 August 29, 2024, and Payroll
for the month of August. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Crystal Craig, with the City of Nampa, appeared before the Board to provide a few project updates. Ms. Craig
advised the Board that the letter sent to ITD helped persuade ITD to advance SH45 and Locust intersection
improvement project for FY2025.

She also advised that the City intends to have a ground breaking ceremony for the Ustick Corridor project
sometime around the end of October beginning of November 2025.

Director Nick Lehman began his Report.

For Robinson & Locust Roundabout, Director Lehman advised the Board that Parametrix has submitted the
construction plans for review. Currently working with the ditch contractor to set up relocating the concrete
ditch on the southwest corner of the intersection. NHD crew has cleaned up the property on the northwest
corner that NHD purchased. Director Lehman advised the Board that he would like to get started with the
dedication of the ROW for the roundabout from the Daniels parcel. On the east side of the intersection, the
well will be within the ROW by about 2 feet. The plan will be to leave the well within the row with a license
agreement until the city's water line extends to the intersection. Attorney Kiiha is doing some research to
decide the proper way.

For Southside & Deer Flat Roundabout, Director Lehman advised the Board that there was an issue with the
legal descriptions for the Warn's property, but we got it resolved and made an amendment to the contract. The
Warn's signed the amendment and the check for closing will be submitted today.

For the Northside & Cherry Roundabout, Director Lehman advised the Board that the plan is to put this project
out for bid in October and have construction starting the end of this year or the first of next year.

For Lake Shore & Highway 45, Director Lehman advised the Board that this project has been added to the 5-
year work plan in 2028. Director Lehman advised the Board that he spoke with Vince Trimboli from ITD last
week to figure out the next steps. Director Lehman is still waiting to hear back from one of ITD's project
managers. ITD is not sure about the reimbursement part but will look into it and get back to Director Lehman.
ITD will be helping with permitting, plan review and inspections during construction.

Director Lehman presented the Commissioners with a final copy of the FY25-29 work plan. Commissioner Noble made a MOTION to approve the FY 25-29 work plan. Commissioner Millar SECONDED the motion. MOTION CARRIED.

The Road Crew is almost complete with the Baseline Road rebuild. Crews had to dig down and rebuild the base material just east of the cemetery. Baseline Road should be ready for paving by the end of the week.

The Bridge Crew has been doing pavement markings.

The Crusher Crew has been crushing 1/2" chips.

Director Lehman provided the Board with the Shop Report.

Director Lehman and Commissioner Noble provided the Board with some updates regarding Canyon County requesting fee increases to vehicle registration.

At 9:00 a.m. Joe Shelton with White Cloud Communications appeared before the Board to discuss the possibility of leasing space on the tower on the back side of the office. After discussion, the Board advised Director Lehman to keep working out a lease deal with Mr. Shelton and White Cloud Communications.

Director Lehman presented the Board with the final Meeting Schedule for FY24-25 for approval. Commissioner Millar made a MOTION to approve the Meeting Schedule for FY24-25. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Director Lehman presented the Board with the final Holiday Schedule for FY24-25 for approval. Director Lehman discussed with the Board the possibility of floating Columbus Day, October 14, 2024, to December 26, 2024. The Board advised Director Lehman to discuss it with the employees. If they agreed, then the schedule could be modified to reflect that change. Commissioner Noble made a MOTION to approve the Holiday Schedule for FY24-25 with the possibility of floating Columbus Day, October 14, 2024, to December 26, 2024. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Director Lehman discussed an oversize weight permit that the State is working on and indicated that there are two structures that need to be evaluated to determine if they can handle the weight. LHTAC contacted Director Lehman about a possible grant to help fund the analysis of the two structures. The board directed Director Lehman to pursue the grant possibility for funding of the bridge analysis.

Road Crew hired a new employee, he will start on September 16, 2024.

Director Lehman advised the Board that they have an interview with a potential EIT candidate next week.

Assistant District Clerk Nicole Barlow appeared to provide the Board with the pending Policy Manual Updates. She will provide the Board with the final updated Policy Manual at an upcoming meeting.

This completed the Director's work report.

Commissioner Noble made a MOTION to adjourn at 10:04 a.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Chairman, Dick Smith

Vice Chairman, Randy Noble