

NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING June 27th, 2019

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 June 11th, 2019
 - Review and Approve Agenda including Amendments
 - Accounts Payable Review through June 27th, 2019 and Payroll for the Month of June

8:15 A.M. – City of Nampa

9:00 A.M. – **ACTION ITEM:** Dry Lake Dairy, LLC – Application to Vary Standards for an access on to Rim Road, an arterial roadway

9:30 A.M. – **ACTION ITEM:** - John and Bonnie Bard -Application to Vary Standards for a new access onto W. Lewis Lane

- **ENGINEER'S REPORT**
 - **ACTION ITEM:** Approve NHD Supplemental Specification to ACCHD Standards Manual – Adds Option to hire consultant engineer to inspect developer sewer and water projects
- **NEW BUSINESS**
 - **ACTION ITEM:** Discussion RE: Delta Dental Policy
 - **ACTION ITEM:** Swear in newly elected Commissioner and Election of Officers
 - **ACTION ITEM:** Stanciu Subdivision #2 sign Final Plat
 - **ACTION ITEM:** Discussion regarding bereavement policy in the Employee Handbook
 - **ACTION ITEM:** Discussion regarding amended drug and alcohol policy
- **DIRECTOR'S REPORT**
- **UNFINISHED BUSINESS**
 - FY2020 budget discussion RE: Special Levy
- **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: Commissioners, Randy Noble & Bryce Millar; Director Devin Muchow; Engineer Eric Shannon, Attorney David Wynkoop, District Clerk Paige Rhoades; Right-of-Way Agent Eddy Thiel and Assistant District Clerk Nicole Barlow

GUEST: Don Barr, Daniel Badger, Tom Points, Jeff Kasma, City of Nampa; Ryan Vanderstelt; John Bard; Alexis Hanson

ABSENT: Commissioner Dick Smith

Vice Chairman Randy Noble 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 June 11th, 2019. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Commissioner Millar made a MOTION to approve the agenda as posted. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to approve Accounts Payable through June 11th, 2019. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Don Barr with the City of Nampa, advised the Board that crews finished fog sealing the City last night. He advised the Board that after this chip seal season, they have learned a few things in subdivisions that they will hopefully do differently next year. He advised the Board that they are working on cleaning up the paint truck to get the chip seal roads painted. There will be a thermo crew out laying down the cross walks next week.

Daniel Badger with the City of Nampa, advised the Board that the Greenhurst Road project is on schedule and it is going well. They are working on getting utility projects to work together with the project due to some upcoming development in that area. Mr. Badger advised the Board that he would like to work on discussing with NHD staff a plan for all the upcoming construction on Middleton Road.

Engineer Eric Shannon began his work report.

For the Happy Valley & Victory Roundabout project, Engineer Shannon advised the Board that he has received the Preliminary Design submittals this morning and will begin review of the design.

For the 11th Ave and Ustick Rd Roundabout, Engineer Shannon advised the Board that he has prepared the Legal Descriptions for all corners. He advised the Board that LHSIP funding applications are due in January. LHSIP is a Federal Aid program.

For the Middleton Rd. Freeway Overpass Project, ITD has advanced the schedule. They will start construction in January of 2020, and it will last for approximately 6 to 8 months. Engineer Shannon advised the Board that NHD will be working on the Midland & Ustick Roundabout from January to July of 2020. Engineer Shannon advised the Board that ITD is working on drainage design challenges, such as avoid creating a new MS4 outfall.

Engineer Shannon requested Board approval of revised Supplementals to the ACCHD Manual. This revision gives NHD the option to hire a CE&I consultant, at developer's expense, to inspect developer driven sewer and water projects, and is a follow-up from the discussion at the 6/11/2019 Board Meeting. Commissioner Millar made a MOTION to approve and adopt the 6/27/2019 NHD Supplemental Specifications to the ACCHD Standards Manual. Commissioner Noble SECONDED the motion. MOTION CARRIED.

For the FY2019 Misc Paving project, Engineer Shannon addressed the Board regarding lack of contract compliance. Paving on McElroy and Powerline roads was too wide and too thin. The Contractor proposed saw cutting to the correct width, and paying based on contract dimensions. In calculating contract dimensions, however, the Contractor proposed use of theoretical density. NHD staff only supports this proposal if actual measured density is used. Contractor also proposed taking removed asphalt, and running it back over the scales as tonnage deduction; NHD staff does not support this proposal. Contractor has also failed to profilograph and pave approaches in a timely manner. He has also failed to meet his proposed schedules, due to equipment breakdowns. Engineer Shannon and Director Muchow discussed with the Board that everything with the project is being documented.

This completed Engineer Shannon's work report.

Director Devin Muchow began his work report.

He presented the Board with a copy of the shop department report. Director Muchow advised the Board that the RM500 grinder currently has pump issues that they are working on sorting out.

The Crusher has crushed 19,260 yards of 1-inch rock out of the corner of Yard Pit 9.

The Bridge Crew has been painting roads and Director Muchow presented the Board with a map of what has been completed at this point.

The Road Crew has been working on shouldering a washout that happened. Some of the crew is working on crack sealing and patching. Crews have also been brushing and sweeping and preparing for chip sealing.

Director Muchow advised the Board that there was a vehicle accident that damaged the roundabout at Victory and Amity. District Clerk Paige Rhoades is in the process of obtaining the police report to get to the insurance company.

This completed Director Muchow's work report.

At 9:00 a.m., Ryan Vanderstelt appeared before the Board to request a variance to the standards for a new approach to his dairy from Rim Road. Right of Way Agent Eddy Thiel discussed the details of the location of the approach and its classifications. Mr. Vanderstelt addressed the Board regarding his future plans for the land. Commissioner Millar made a MOTION to approve the variance subject to a deed restriction with the details to be agreed upon with Staff and Mr. Vanderstelt. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Right of Way Agent Eddy Thiel presented the Board with the Stanciu Subdivision #2 plat for approval. Commissioner Millar made a MOTION to approve and authorize the Chairman to sign the Stanciu Subdivision #2 plat. Commissioner Noble SECONDED the motion. MOTION CARRIED.

District Clerk Paige Rhoades presented the Board with examples of the special levy calculations for FY 2019-2020 Budget. District Clerk Paige Rhoades advised the Board that these numbers are a rough draft and that the final number still won't come until July but these examples should give a good idea of what to anticipate. Commissioner Noble and Commissioner Millar agreed that they would like to absorb the 3% increase into the Special Levy and advised the Clerk to make sure that is what happens.

Assistant District Clerk Nicole Barlow advised the Board that Commissioner Smith wanted to discuss the Drug & Alcohol policy but since he was absent today the Board advised Assistant Clerk Barlow that they would discuss it at the next meeting.

Assistant District Clerk Nicole Barlow appeared before the Board to discuss the Delta Dental policy. She advised the Board that in the past the Highway District was absorbing an \$11 Dental premium increase to help employees that pay family premiums. In the past the Board wanted the topic discussed yearly in hopes of being able to gradually get the full premium cost back to the employees. Assistant Clerk Barlow advised the Board that there was not an increase in the Dental premiums and with the decreased cost of Medical premiums felt that this would be a good time to possibly revert back the full cost for the Dental family premiums. Commissioner Millar made a MOTION to adjust the employee family Dental cost to the full premium amount charged by Delta Dental. Commissioner Noble SECONDED the motion. MOTION CARRIED.

At 9:30 a.m., John and Bonnie Bard appeared before the Board requesting a variance to allow a new approach to their property on Locust Ln. This would serve as access to a new lot, which they plan to create by lot split. ROW Agent Eddy Thiel discussed the characteristics of the property, including the fact that it already has several approaches, some of which are unauthorized. Attorney Wynkoop suggested that Bards and NHD Staff meet separately to work out details, and hopefully agree on a solution which they can then recommend to the Board. Commissioner Millar made a MOTION to table this matter until the July 9th, 2019 meeting to allow some time for the details to be discussed between parties. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Assistant Clerk Nicole Barlow reappeared to discuss with the Board the clarification of immediate family in regards to the bereavement policy. She advised that there was some confusion if Aunts, Uncles, Nieces, and Nephews were considered immediate family. She advised the Board she would like to have consistency within the policy as to what they considered immediate family. After discussion the Board advised Assistant Clerk Barlow that how the current policy reads is the only immediate family allowed under the bereavement policy. Uncles, Aunts, Nieces, and Nephews should not be included as immediate family in the bereavement leave policy.

Engineer Shannon recommended Executive Session at this time to discuss real estate acquisitions.

EXECUTIVE SESSION: At 9:59 a.m. Commissioner Millar made a MOTION to go into Executive Session pursuant to IC 74-206(1) (c). Commissioner Noble SECONDED the motion. Upon roll call, Commissioner Noble voted "aye", and Commissioner Millar voted "aye". MOTION CARRIED.

The Board concluded Executive Session at 10:54 a.m.

Commissioner Millar made a MOTION to adjourn at 10:55 a.m. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Vice Chairman, Randy Noble

Secretary / Treasurer, Bryce Millar