

# NAMPA HIGHWAY DISTRICT NO. 1

Commissioners: Dick Smith, Randy Noble, Bryce Millar

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## NAMPA HIGHWAY DISTRICT NO. 1 REGULAR BOARD MEETING November 12<sup>th</sup>, 2019

**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 October 31<sup>st</sup>, 2019
  - Review and Approve Agenda including Amendments
  - Accounts Payable Review through November 12<sup>th</sup>, 2019
- **8:15 A.M. – City of Nampa**
- **9:00 A.M. – ACTION ITEM:** Danny Martinho – Application to Vary Standards for residential access to Missouri Ave, a principle arterial
- **9:30 A.M. – Taylor Merrill (West Park Co.) & John Carpenter (T-O Engineers) – Osprey Meadows Subdivision – Private Sewer in Public Right-of-Way**
- **ENGINEER'S REPORT**
  - **ACTION ITEM:** Star & Cherry Roundabout Project – Authorization to make offers for Right-of-Way Acquisitions
  - **ACTION ITEM:** Adopt Resolution No. 2019-07 – To Authorize NHD Staff to Execute Right-of-Way Acquisition Documents for the Star & Cherry Roundabout Project
  - **ACTION ITEM:** Happy Valley & Victory Roundabout Project – Consider / Accept counter-offers for Right-of-Way Acquisition
  - **ACTION ITEM:** Add Robinson & Airport Roundabout Project to FY2020-2024 Five Year Work Plan
- **NEW BUSINESS**
  - Lower Boise Watershed Council due for FY2020
  - Sign Mylars for Britannia Heights Subdivision #4
  - **ACTION ITEM:** Delta Dental Policy Renewal
- **DIRECTOR'S REPORT**
- **UNFINISHED BUSINESS**
  - Discussion regarding the Personnel & Drug Policy
  - **ACTION ITEM:** Chairman to sign license agreements for Winemakers LLC and Mark Stein
- **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

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4507 12<sup>th</sup> Avenue Road, Nampa, ID 83686



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Phone (208) 467-6576 Fax (208) 467-9916

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

**PRESENT:** Commissioners Dick Smith, Randy Noble, & Bryce Millar, Director Devin Muchow, District Engineer Eric Shannon, Attorney David Wynkoop, District Clerk Paige Rhoades, Assistant Engineer Nick Lehman; ROW Agent Eddy Thiel  
**GUEST:** Don Barr and Jeff Kasma, with the City of Nampa, Danny Martinho; Charlie Rogers; Josh Fry; John Carpenter; Taylor Merrill

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 October 31<sup>st</sup>, 2019. Commissioner Millar 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 November 12<sup>th</sup>, 2019. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Don Barr with the City of Nampa, advised the Board that business is as usual. He advised that the salt delivery should be in soon and staff is still preparing for winter as well as sweeping leaves. Mr. Barr advised the Board that the new grader has been delivered and they are waiting on the shipment for the new wing that they will be installing on the grader.

ROW Agent Eddy Thiel asked to table the signing of Britannia Heights Subdivision #4 Plat to the next meeting, as the developer has not completed all required work in the field. Chairman Smith tabled the item to the next Board Meeting on November 26<sup>th</sup>, 2019.

ROW Agent Eddy Thiel presented the Board with license agreement for Winemakers LLC. ROW Agent stated that this matter was before the Board at a previous meeting and just needs signature. Commissioner Millar made a MOTION to authorize the Chairman to sign the license agreement for Winemakers LLC. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Engineer Eric Shannon began his work report.

For the Happy Valley & Victory Roundabout project, Engineer Shannon advised the Board that the owner of Parcel 14 accepted NHD's offer to purchase right-of-way, and the transaction is proceeding to closing.

For the Happy Valley & Airport Signal project, Engineer Shannon said the contractor plans to have the work done and traffic signal operating by Thanksgiving. He advised that they are still awaiting arrival of the signal poles and mast arms.

For Star & Cherry Roundabout project, Assistant Engineer Nick Lehman presented the Board with Resolution 2019-07 for authorization for Staff to execute Right-of-Way acquisition documents for approval. Assistant Engineer Lehman advised the Board that this is the same approach they have taken on previous projects. Commissioner Noble made a MOTION to approve and adopt Resolution 2019-07: A Resolution to Assign Signature Authority for Acquisition of Rights-of-Way and Easements. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Assistant Engineer Nick Lehman requested the Board go into Executive Session to discuss Right-of-Way Acquisition for the Star & Cherry Roundabout project.

EXECUTIVE SESSION: At 8:17 a.m. Commissioner Millar made a MOTION to go into Executive Session pursuant to IC 76-206 (1) (c). Commissioner Noble SECONDED the motion. Upon roll call, Commissioner Millar voted “aye”, Commissioner Smith voted “aye and Commissioner Noble voted “aye”. MOTION CARRIED.

The Board concluded Executive Session at 8:21 a.m.

Assistant Engineer Nick Lehman requested authorization to make offers based on the appraised valuation for Parcels 1, 2 and 3 for the Star & Cherry Roundabout project. Commissioner Noble made a MOTION to authorize Staff to make offers based on the appraised valuation for Parcels 1, 2, and 3. Commissioner Millar SECONDED the motion. MOTION CARRIED.

For the Southside & Kuna Roundabout (FY2022), Engineer Shannon advised the Board a draft MOU was sent to the City of Nampa on November 7<sup>th</sup>, 2019. Engineer Shannon advised that Six Mile Engineering was given the Notice to Proceed on November 6<sup>th</sup>, 2019.

For the Middleton Rd Overpass (ITD project), Engineer Shannon advised that on November 5<sup>th</sup>, 2019 his comments were sent to ITD regarding the Draft MOU. It will be a three-party MOU between ITD, NHD and the City of Nampa. The City will take ownership of the new traffic signal at Middleton & Cherry.

For the Robinson & Airport Roundabout project, Engineer Shannon reported that the City of Nampa and Amazon entered a MOU on June 18, 2019. In it, Amazon pledged to pay the City \$850,700 to help fund construction of a new roundabout at Robinson & Airport. Now that the Amazon project is active again, the City and NHD staff are working on their own MOUT to transfer these funds to NHD. And as Such, Engineer Shannon requested a motion to add this project to the Five-Year Work Plan for construction in FY2023. Commissioner Millar made a MOTION to amend the FY2020-2024 Five Year Work Plan to add the Robinson & Airport Roundabout project in FY2023. Commissioner Noble SECONDED the motion. MOTION CARRIED.

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. He discussed that the new pup trailer will need new tires.

The Crusher Crew has been working on one-inch chips while they are also dealing with belt issues and a few other things with the machine.

The Bridge Crew has been working on culverts on Ruth Lane. They recently had an issue with the Gas Company and a live gas line that almost got damaged due to the plans being wrong with the Gas Company.

The Road Crew has been working on brushing and crack sealing. They are currently running two full crews with each maintenance job. The new hires are doing well.

Director Muchow advised the Board that the Audit is currently scheduled for December 11<sup>th</sup> thru December 13<sup>th</sup>, 2019.

Director Muchow advised the Board that the menu for the Christmas party has been provided. The party is scheduled for December 14<sup>th</sup>, 2019. The Board advised Director Muchow and District Clerk Paige Rhoades to let the employees decide what options they want to have for dinner.

Director Muchow advised the Board that there should be some guys from CAT to come and discuss news on what to do with the Crusher generator this week.

This completed Director Muchow's work report.

District Clerk Paige Rhoades presented the Board with the Lower Boise Watershed Council dues for FY2020 with the Board for approval. Commissioner Millar made a MOTION to approve the dues for Lower Boise Watershed Council for FY2020. Commissioner Noble SECONDED the motion. MOTION CARRIED.

At 9:00 a.m., Danny Martinho appeared before the Board to request a variance to the standards to allow for residential access to Missouri Ave, a principle arterial. ROW Agent Eddy Thiel addressed to Board regarding the details of the request. Mr. Martinho addressed the Board regarding some of the details to what his intentions are with the property. Commissioner Noble made a MOTION to vary the standards to allow for multi-family residential access with a paved apron subject to a deed restriction and Mr. Martinho will remove the agriculture access that already accesses the property. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Attorney Wynkoop addressed the Board with legal updates.

At 9:30 a.m., a delegation representing the Osprey Meadows Subdivision project appeared. It consisted of Taylor Merrill (West Park Co.), and John Carpenter and Joshua Fry (T-O Engineers).

The subject was previously discussed at the 5/30/19 and 10/30/19 Board meetings, as to whether private sewer facilities would be allowed in the public right-of-way. The Board had four main questions:

1. Why can't the sewer go on a private easement outside the right-of-way? Mr. Carpenter said the roadway is the only practical location. They would prefer to do this with public roads, but are prepared to build the subdivision with private roads if necessary.
2. Can the sewer company and/or users pay NHD an on-going annual fee or "rental" for having their system in the public right-of-way? Mr. Merrill and Mr. Carpenter said there would be initial start-up fees paid by each lot, but they are not sure how to do an on-going fee. Commissioner Noble said he wants such a provision, so there needs to be further discussion on this.
3. Can a representative from Blackwater LLC (the future system owner) come to a future meeting and explain how the company is organized and functions? Mr. Merrill and Mr. Carpenter said they would arrange this.
4. Will the City of Nampa have any reservations about annexing a subdivision in the future with a private sewer under the public streets? It is understood the City might eventually take affluent from the system, but would not take over ownership of the system itself. Engineer Shannon said he would invite City representatives to a future meeting to discuss

This agenda item was continued to a future meeting.

Assistant District Clerk Nicole Barlow presented the Board with the Delta Dental policy renewals for FY20. Ms. Barlow advised the Board that there was a 2% increase to the dues and that they would like to get the renewals on to the same renewal timeframe as the medical costs which happens every July. Commissioner Noble made a MOTION to approve the FY2020 Delta Dental renewals to be in effect until July of 2021. Commissioner Millar SECONDED the motion. MOTION CARRIED.

Assistant District Clerk Nicole Barlow presented the Board with a copy of suggested changes to the personnel policy. The Board and Ms. Barlow discussed the changes. The Board suggested that Ms. Barlow send the Drug Policy to ICRMP for any suggested changes. Once Ms. Barlow obtains any changes to the Drug Policy from ICRMP, Ms. Barlow will present the final draft of both the Personnel Policy and the Drug Policy for adoption.

Engineer Eric Shannon requested the Board go into Executive Session to discuss Right-of-Way Acquisition for the Happy Valley & Victory roundabout.

EXECUTIVE SESSION: At 12:14 p.m. Commissioner Noble made a MOTION to go into Executive Session pursuant to IC 76-206 (1) (c). Commissioner Millar SECONDED the motion. Upon roll call, Commissioner Millar voted "aye", Commissioner Smith voted "aye and Commissioner Noble voted "aye". MOTION CARRIED.

The Board concluded Executive Session at 12:16 p.m.

Engineer Shannon requested a motion to accept the counter offer for Parcel 18 for the Happy Valley & Victory Roundabout Project. Commissioner Millar made a MOTION to accept the counter offer for Parcel 18. Commissioner Noble SECONDED the motion. MOTION CARRIED.

Commissioner Noble made a MOTION to adjourn at 12:17 p.m. Commissioner Millar SECONDED the motion. MOTION CARRIED.

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Chairman, Dick Smith

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Vice Chairman, Randy Noble