

GOLDEN GATE HIGHWAY DISTRICT  
500 GOLDEN GATE AVENUE  
WILDER, IDAHO 83676  
AGENDA

January 12, 2017  
11:30 A.M.

1. Review and Approval of Agenda
2. Report of the Secretary on all Agenda Notice Postings
3. Motion to Receive Secretary's Agenda Notice Postings Report
4. Motion to Approve [if necessary] the amended agenda as last posted
5. Call for any motion to amend the agenda following the start of the meeting
6. Approval of Minutes
7. Approval of Meeting Minutes and Resolution Authorizing Secretary's Records Destruction Request of Meeting Audio Tape [Unclassified Record] Subject Meeting Dates: See Attached
8. Treasurer Report: 1. Questions and comments from the Board  
2. Approval of bills: including the approval of funds certified as surplus and idle for investment purposes and transfers, and deposits made in the previous month
9. Public Hearing: None
10. Old Business: Tony Christensen Irrigation Pipe License Agreement  
Nate Jackson Hop Poles In ROW  
Speed Limit Sign Study  
Matthews Road Drainage Easement  
Obendorf Farms Variance Continuation  
Vacation Carry Over – To Be Discussed in New Business Resolution 2017-01  
Accumulated Vacation Time At Separation – To Be Discussed In New Business Resolution 2017-01  
Sick Leave – To Be Discussed In New Business Resolution 2017-01  
COMPASS Board Member
11. New Business: MOJO Joint Operation Agreement – Certificate Of Value  
Resolution 2017-01 – Clarifying How Compensatory Time, Annual Leave And Sick Leave Are/Are Not Paid Upon Separation  
Updated Functional Classification Map  
Resolution 2017-02 – ACCHD Manual  
Historic Business Access Vs. New Standards  
2016 Winter Maintenance Expenditures  
Richard Houghton Annual Leave Carryover  
2016 Work Summary  
2017 Sign Grant Project Award
12. Road And Engineer Report:
13. Attorneys Report:
14. Communications: None
15. MOJO Report: None
16. IAHD Report: None
17. ACCHD Report: Gordon Bates
18. Executive Session: None

Posted At: Golden Gate Highway District Office  
500 Golden Gate Avenue  
Wilder, Idaho 83676

ATTEST:   
Teila Noe, Secretary

January 10, 2017 @ 10:40 A.M.  
Date and Time Posted

## MINUTES BOARD OF COMMISSIONERS MEETING

These Minutes have been approved by the Board of Commissioners and are the official record relating to the conduct or administration of the District's business, as reflected herein.

Wilder, Idaho

January 12, 2017

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday, January 12, 2017 in the District Office at 500 Golden Gate Avenue, Wilder, Idaho.

**PRESENT:** Commissioners Corby Garrett, Fred Sarceda and David Lincoln, Work Director Gordon Bates, Secretary Teila Noe and Attorney William F. Gigray.

**ABSENT:** Casey Percifield, Foreman.

### AGENDA

**REVIEW:** Secretary Teila Noe reported she posted the original agenda for the meeting Tuesday, January 10, 2017 at 10:40 A.M. **Motion: Made By Commissioner David Lincoln: To Approve The Posting Of The Agenda, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

### MINUTES

#### READ AND

**APPROVED:** Minutes of the meeting December 08, 2016 were read. **Motion: Made By Commissioner Fred Sarceda: To Approve The Minutes Of The Meeting December 08, 2016, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

### SECRETARY'S

#### RECORD DE- STRUCTION

**REQUEST:** Review of the meeting Minutes: Secretary Teila Noe presented the Minutes from the Regular Meeting December 08, 2016. **Motion: Made By Commissioner Fred Sarceda: To Approve The Minutes And By Resolution Authorize The Secretary's Record Destruction Request, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

**FINANCIAL**

**REPORT:** The Secretary gave the financial report as follows. The expenses for December 09, 2016 through January 12, 2017 were \$155,664.32, payroll for December 09, 2017 through January 12, 2017 was \$41,163.17 for a total of \$196,827.49. **Motion: Made By Commissioner Fred Sarceda: To Approve The Financial Report And Authorize The Disbursement Of Funds From The District's Treasury in the Sum Of \$196,827.49 For The Payment Of The Bills As Presented By The Treasurer, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

**PUBLIC**

**INPUT:** Brock Obendorf  
Pat Colwell

**OLD**

**BUSINESS:** TONY CHRISTENSEN IRRIGATION PIPE LICENSE AGREEMENT. Work Director Gordon Bates reported that Tony Christensen has not returned this agreement.

NATE JACKSON HOP POLES IN RIGHT OF WAY. Work Director Gordon Bates reported the wires are out of the right of way.

SPEED LIMIT SIGN STUDY. Work Director Gordon Bates reported he has not had a final report on this study.

MATTHEWS ROAD DRAINAGE. Work Director Gordon Bates reported that Mr. Gigray completed the documents including a signature page by Wells Fargo because they have a lien on the property. They have not responded with concerns or comments, but the document has not been returned.

OBENDORF FARMS VARIANCES CONTINUATION. Work Director Gordon Bates reported they are still working to comply with the conditions.

VACATION TIME CARRY OVER. Secretary Teila Noe reported this will be discussed in New Business.

ACCUMULATED VACATION TIME AT SEPARATION. Secretary Teila Noe reported this will be discussed in New Business.

SICK LEAVE. Secretary Teila Noe reported this will be discussed in New Business.

COMPASS BOARD MEMBER. Commissioner David Lincoln reported he went to the COMPASS meeting December 19, 2016.

**PUBLIC**

**HEARING:** None

**NEW**

**BUSINESS:** MOJO JOINT OPERATION AGREEMENT – CERTIFICATE OF VALUE. **Motion: Made By Commissioner Fred Sarceda: To Amend The Agenda Due To An Inadvertent Overlook To Include The MOJO Rate Schedule, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

**Motion: Made By Commissioner Fred Sarceda: To Approve The MOJO Certificate Of Value Fiscal Year 2015/2016 And Authorize Chairman Corby Garrett To Sign, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

**Motion: Made By Commissioner David Lincoln: To Authorize Commissioner Fred Sarceda To Sign The MOJO Notus Road/Dixie River Road Gravel Pit Rate Schedule Effective October 2016, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

RESOLUTION 2017-01 CLARIFYING HOW COMPENSATORY TIME, ANNUAL LEAVE AND SICK LEAVE ARE/ARE NOT PAID UPON SEPARATION. This resolution is to update the policy manual to clarify the procedures we have been following. **Motion: Made By Commissioner Fred Sarceda: To Approve Resolution 2017-01- Amending Section 4 Of Chapter 10 Of Title 8 Of The Golden Gate Highway District No. 3 Policy Code Clarifying How Compensatory Time Is Paid Upon Separation From Employment; Amending Subsection 2 And 6 Of Section 11 And Adding A New Subsection 8 To Section 11 Of Chapter 10 Of Title 8 Of The Golden Gate Highway District No. 3 Policy Code Clarifying How Annual Leave May Be Used And Paid; Adding Subsection 12 To Section 12 Of Chapter 10 Of Title 8 Of The Golden Gate Highway District No. 3 Policy Code To Clarify That Sick Leave Is Not Paid Upon Separation From Employment, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

UPDATED FUNCTIONAL CLASSIFICATION MAP. Work Director Gordon Bates reported that he consulted with Mike Kaes from Paragon Consulting and the Functional Classification Map has not been updated since 2012. COMPASS is working on the 2040 Planning Map and is asking for comment. Golden Gate Highway District is in the process of

adopting new standards and these standards separate collectors into minor collector and major collector and you manage access onto the two different classifications differently. The lower the classifications the more accesses you allow and the closer together they can be because you have less traffic concerns on those roads. He is asking for the Board of Commissioners input and concerns and not finalizing the update today. Attorney Wm. Gigray asked that Work Director Gordon Bates have Paragon Consulting date the map so it can be cross referenced and reminded him that they would need to amend 13.1.2 of the policy code as it refers to the 2025 Functional Classification Map. This will be tabled until the final map is prepared.

**RESOLUTION 2017-02 – ACCHD MANUAL. Motion: Made By Commissioner David Lincoln: To Adopt The 2017 Highway Standards & Development Procedures For The Association Of Canyon County Highway Districts, Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous.**

#### **HISTORIC BUSINESS ACCESS VS. NEW STANDARDS.**

Work Director Gordon Bates reported that Brock Obendorf and Pat Colwell were here with input on the matter of historic businesses. The new standards are similar to the historic business accesses. One issue that has come up is when a historic business access applies for a building permit then they are required to meet the new standards. Work Director Gordon Bates stated that currently the applicant would have only one or two accesses into his property, lose all of the rest of their accesses. That would have them meet our standard or they would have to apply for a variance. He does not want the Board of Commissioners to make a decision on variances, but give the work director some guidance if you would like to see a supplement developed to the Association Of Canyon County Highway Districts Standards providing for some administrative decision level by the director regarding historic accesses or file for a variance at each one of those.

Brock Obendorf said they are applying for new permits for an old facility and he would like to keep the access the same as it was.

Pat Colwell with T-O Engineers agrees with this process

David Lincoln would like to see the historic accesses grandfathered in.

This matter was tabled for the February 09, 2017 meeting after discussion

2016 WINTER MAINTENANCE EXPENDITURES. Work Director Gordon Bates explained this to the Commissioners. See the attached.

RICHARD HOUGHTON ANNUAL LEAVE CARRYOVER. Work Director Gordon Bates explained the carryover of Richard Houghton and Mark Robin's vacation time. They had vacation time scheduled for the Christmas holidays, but were required to work due to the weather conditions. Richard Houghton had 36 hours in excess to carry over and Mark Robins had 6.75 hours. **Motion: Made By Commissioner Fred Sarceda: To Approve The Annual Leave Carryover For Richard Houghton And Mark Robins, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

2016 WORK SUMMARY. Work Director Gordon Bates explained the FY2016 Task Summary. See The Attached.

2017 SIGN GRANT PROJECT AWARD. Work Director Gordon Bates explained the FY2017 Sign Grant Project Award. **Motion: Made By Commissioner David Lincoln: To Approve The Work Director's Suggestion To Award The FY2017 Sign Grant Project "Sign" Contract To Newman Traffic Signs For The Unit Prices Listed On The Bid Submittal Form Page 2 And The "Post" Contract To Safety Supply & Signs For The Unit Price Listed On The Bid Submittal Form Page 3, Also Authorizing The Work Director To Increase The Quantities Of Signs, Posts And Materials For Sign Upgrades On Collector And Local Classified Roadways Up To The Grant Amount Of \$20,360.00, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

**ROAD AND  
ENGINEER**

**REPORT:** Work Director Gordon Bates discussed the attached report.

**ATTORNEY'S**

**REPORT:** Attorney Wm. Gigray reported his items had already been discussed. See the attached.

**COMMUN-  
ICATIONS:**

Secretary Teila Noe reported that she had published the road and street report on January 10, 2017.

Secretary Teila Noe told the Commissioners of Thank You's the crew had received for the snow removal.

Commissioner Corby Garrett explained he had received a phone call from Brad Case questioning the snow plows being 2" off of the road surface.

**IAHD**

**REPORT:** Commissioner David Lincoln announced that Nick Veldhouse is the new Executive Director of the Idaho Association Of Highway Districts and Laura Lantz is the Associate Director and Jonathan Parker was hired as a lobbyist.

**ACCHD**

**REPORT:** Work Director Gordon Bates reported the next meeting will be January 19, 2017 meeting.

**MOJO**

**GRAVEL**


**PIT:** None

**EXECUTIVE**

**SESSION:** None

**ADJOURN-**

**MENT:** There being no further business to come before the Commissioners, the meeting was adjourned.



**CHAIRMAN**



**SECRETARY**