

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

AGENDA

Regular Meeting

October 13, 2016

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
Gravel Road Maintenance
Ben Freeland Drainage
Fish Road
Obendorf Farms Variances Continuation
11. New Business: Annual Appointment of Offices
Election of Officers
Election of MOJO Rep
Tamura Farm Lease
Request For COMPASS Membership
Resolution 2016-10 – Amending Chapter 9 of Title 10, How To Surplus Real Property
FY 2017 Gravel Crushing Agreement With Notus Parma Highway District
Change of November Meeting Date
FY 2017 Meeting Schedule
Hartwell Corp. – Terrorism Risk Insurance Act
Auction Purchase Authorization
FY2017 Weed Control Chemical Purchase
Bowen Parker Day Engagement Letter
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 Pursuant to I.C. § 74-206(1)

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

ATTEST: 
Teila Noe, Secretary

October 11, 2016 @11:25 a.m.
Date and Time Posted

DISTRICT SECRETARY'S DRAFT MINUTES BOARD OF COMMISSIONERS MEETING

CAUTION: These Draft Minutes have not been approved by the Board of Commissioners and are not therefore an official record relating to the conduct or administration of the District's business and will not be retained. At such time as Minutes of the meeting reflected herein are approved by the Board of Commissioners said Minutes will become the official record of the conduct or administration of it business, as reflected therein and retained by the District.

Wilder, Idaho

October 13, 2016

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday, October 13, 2016 in the District Office at 500 Golden Gate Avenue, Wilder, Idaho.

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

ABSENT: Foreman Casey Percifield.

VISITORS: None

AGENDA

REVIEW: Secretary Teila Noe reported she posted the original agenda for the meeting Tuesday, October 11, 2016 @ 11:25 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 September 08, 2016 were read. **Motion: Made By Commissioner Fred Sarceda: To Approve The Minutes Of The Meeting September 08, 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 September 08, 2016. **Motion: Made By Commissioner David Lincoln: To Approve The Minutes And By Resolution Authorize The Secretary's Record Destruction Request, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

FINANCIAL

REPORT: The Secretary gave the financial report as follows. The expenses for September 09, 2016 through September 30, 2016 were \$147,088.21, expenses for October 01, 2016 through October 13, 2016 were \$82,432.34, payroll for September 09, 2016 through September 30, 2016 was \$27,790.44, payroll for October 01, 2016 through October 13, 2016 was 15,168.98 for a total of \$272,479.97. **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 \$272,479.97 For The Payment Of The Bills As Presented By The Treasurer, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

PUBLIC

INPUT: None

OLD

BUSINESS: TONY CHRISTENSEN IRRIGATION PIPE LICENSE AGREEMENT. Work Director Gordon Bates reported this should be wrapped up now that harvest is coming to an end.

NATE JACKSON HOP POLES IN RIGHT OF WAY. Work Director Gordon Bates reported he has received a reply from Nate Jackson agreeing to have the hop poles removed by December 31, 2016.

SPEED LIMIT SIGN STUDY. Director Gordon Bates has discussed this matter with Erica Bowen, ITD District 3. Traffic counters were placed 9-29-16 for one day and then a speed study report will be prepared from this data. The counters were placed at Notus Road and Highway 19, Tucker Road and Highway 19, and Lower Pleasant Ridge Road and Highway 95. Erica Bowen will complete her speed study report and submit this to the Idaho Transportation Board. The changes that might result from this study then have to be reviewed and approved by the ITD Board Meeting in December. The work will then be scheduled.

FISH ROAD. Work Director Gordon Bates reported that the road is starting to get rough again. If we receive rain over the weekend, he would like to have the road graders on this hill next week. He said it is realistic that the gravel roads can be maintained the second half of July. He emailed Brenda Abbott asking if she would be interested in a land swap and did not receive a reply.

BEN FREELAND DRAINAGE. Work Director Gordon Bates reported that this hasn't progressed as quickly as he had hoped. He is working on erosion control designs and contacting the property owner on the south side to get an easement for a settling pond.

OBENDORF FARMS VARIANCES CONTINUATION. Work Director Gordon Bates explained he would like to keep this on the agenda until the conditions for approval of the variance have been met.

PUBLIC

HEARING: None

NEW

BUSINESS: ANNUAL APPOINTMENT OF OFFICES. **Motion: Made By Commissioner David Lincoln: To Appoint The Following: Work Director, Gordon Bates; Secretary/Clerk, Teila Noe; Attorney, William F. Gigray III and District Engineer, Paragon Consulting, Inc., Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

ELECTION OF OFFICERS. Motion: Made By Commissioner Fred Sarceda: To Retain Commissioner Corby Garrett As Chairman And Commissioner Fred Sarceda As Vice Chairman, Seconded By Commissioner David Lincoln. The Vote Was Unanimous.

ELECTION OF MOJO REPRESENTATIVE. Motion: Made By Commissioner David Lincoln: To Retain Commissioner Fred Sarceda As The MOJO Representative, Seconded By Commissioner Corby Garrett. The Vote Was Unanimous.

TAMURA FARMS LEASE. Motion: Made By Commissioner David Lincoln: To Renew The Farm Lease With The Same Terms For 2017, Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous.

SURPLUS PROPERTY. Commissioner Fred Sarceda reported that Canyon Highway District offered the first right of refusal for a manufactured home and one acre of property for \$168,000. The Commissioners were not interested in this offer.

REQUEST FOR COMPASS MEMBERSHIP. Work Director Gordon Bates presented a request to join COMPASS as a General Member. **Motion: Made By Commissioner Fred Sarceda: To Approve The Request To Join COMPASS as A General Membership And Authorize The Chairman To Sign The Request, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

RESOLUTION 2016-10 AMENDING CHAPTER 9 OF TITLE 10, HOW TO SURPLUS REAL PROPERTY. Attorney William Gigray explained the procedure for selling surplus property. This matter will be tabled for the November Board Of Commissioners meeting.

FY2017 GRAVEL CRUSHING AGREEMENT WITH NOTUS PARMA HIGHWAY DISTRICT. Work Director Gordon Bates explained the gravel crushing agreement stating that the Notus Parma quantity for 10,000 tons of ¾ inch would be a separate change order. **Motion: Made By Commissioner Fred Sarceda: To Approve The Agreement For Aggregate Crushing Allocation And Reimbursement, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

CHANGE OF NOVEMBER MEETING DATE. Secretary Teila Noe explained that the regular meeting would be during the IAHD Convention. The Commissioners agreed to change the November meeting date to November 17, 2016. **Motion: Made By Commissioner Fred Sarceda: To Approve The FY 2016-2017 Meeting Schedule With The November meeting rescheduled for November 17, 2016 at 11:30 A.M., Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

HARTWELL CORP. – TERRORISM RISK INSURANCE ACT. Secretary Teila Noe presented the form for Terrorism Risk Insurance Act Rejection Of Full Coverage. **Motion: Made By Commissioner David Lincoln: To Decline The Coverage And Authorize Chairman Corby Garrett To Sign The Form, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

AUCTION PURCHASE AUTHORIZATION. **Motion: Made By Commissioner Fred Sarceda: To Preauthorize Work Director Gordon Bates To Purchase A Bucket Truck For The Highway District At The Idaho Power Auction To Be Held October 29, 2016 With A Total Budget Limit Of \$50,000.00 And Authorize The Chairman To Administratively Sign Any Purchase Documents, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

FY2017 WEED CONTROL CHEMICAL PURCHASE. Work Director Gordon Bates explained he had not received the needed information. This matter will be tabled.

BOWEN PARKER DAY ENGAGEMENT LETTER. Secretary Teila Noe presented the audit engagement letter from Bowen Parker Day.
Motion: Made By Commissioner David Lincoln: To Contract The FY 2015-2016 Audit With Bowen Parker Day And Authorize Commissioner Corby Garrett To Sign, 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 on the attached report.

COMMUN-

ICATIONS: Commissioner David Lincoln asked that we send a card to Engineer Eric Shannon from the Nampa Highway District.

IAHD

REPORT: Commissioner David Lincoln reported all plans are completed and 53 vendors have registered.

REPORT: Work Director Gordon Bates reported the policy code revision will be discussed and adopted at the January 2017 meeting.

MOJO

GRAVEL

PIT: Work Director Gordon Bates informed the Commissioners that Elaine Jessup, Secretary For MOJO had resigned. Canyon Highway District has agreed to have Clerk Angela P'Pool fill in until a replacement is hired and trained.

EXECUTIVE

SESSION: None

ADJOURN-

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

CHAIRMAN

SECRETARY

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

October 13, 2016

A regular meeting of the Commissioners of the Golden Gate Highway District No. 3 was held at 11:30 A.M. on Thursday, October 13, 2016 in the District Office at 500 Golden Gate Avenue, Wilder, Idaho.

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

ABSENT: Foreman Casey Percifield.

VISITORS: None

AGENDA

REVIEW: Secretary Teila Noe reported she posted the original agenda for the meeting Tuesday, October 11, 2016 @ 11:25 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 September 08, 2016 were read. **Motion: Made By Commissioner Fred Sarceda: To Approve The Minutes Of The Meeting September 08, 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 September 08, 2016. **Motion: Made By Commissioner David Lincoln: To Approve The Minutes And By Resolution Authorize The Secretary's Record Destruction Request, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

FINANCIAL

REPORT: The Secretary gave the financial report as follows. The expenses for September 09, 2016 through September 30, 2016 were \$147,088.21, expenses for October 01, 2016 through October 13, 2016 were \$82,432.34, payroll for September 09, 2016 through September 30, 2016 was \$27,790.44, payroll for October 01, 2016 through October 13, 2016 was 15,168.98 for a total of \$272,479.97. **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 \$272,479.97 For The Payment Of The Bills As Presented By The Treasurer, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

PUBLIC

INPUT: None

OLD

BUSINESS: TONY CHRISTENSEN IRRIGATION PIPE LICENSE AGREEMENT. Work Director Gordon Bates reported this should be wrapped up now that harvest is coming to an end.

NATE JACKSON HOP POLES IN RIGHT OF WAY. Work Director Gordon Bates reported he has received a reply from Nate Jackson agreeing to have the hop poles removed by December 31, 2016.

SPEED LIMIT SIGN STUDY. Director Gordon Bates has discussed this matter with Erica Bowen, ITD District 3. Traffic counters were placed 9-29-16 for one day and then a speed study report will be prepared from this data. The counters were placed at Notus Road and Highway 19, Tucker Road and Highway 19, and Lower Pleasant Ridge Road and Highway 95. Erica Bowen will complete her speed study report and submit this to the Idaho Transportation Board. The changes that might result from this study then have to be reviewed and approved by the ITD Board Meeting in December. The work will then be scheduled.

FISH ROAD. Work Director Gordon Bates reported that the road is starting to get rough again. If we receive rain over the weekend, he would like to have the road graders on this hill next week. He said it is realistic that the gravel roads can be maintained the second half of July.

He emailed Brenda Abbott asking if she would be interested in a land swap and did not receive a reply.

BEN FREELAND DRAINAGE. Work Director Gordon Bates reported that this hasn't progressed as quickly as he had hoped. He is working on erosion control designs and contacting the property owner on the south side to get an easement for a settling pond.

OBENDORF FARMS VARIANCES CONTINUATION. Work Director Gordon Bates explained he would like to keep this on the agenda until the conditions for approval of the variance have been met.

PUBLIC

HEARING: None

NEW

BUSINESS: ANNUAL APPOINTMENT OF OFFICES. **Motion: Made By Commissioner David Lincoln: To Appoint The Following: Work Director, Gordon Bates; Secretary/Clerk, Teila Noe; Attorney, William F. Gigray III and District Engineer, Paragon Consulting, Inc., Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous.**

ELECTION OF OFFICERS. Motion: Made By Commissioner Fred Sarceda: To Retain Commissioner Corby Garrett As Chairman And Commissioner Fred Sarceda As Vice Chairman, Seconded By Commissioner David Lincoln. The Vote Was Unanimous.

ELECTION OF MOJO REPRESENTATIVE. Motion: Made By Commissioner David Lincoln: To Retain Commissioner Fred Sarceda As The MOJO Representative, Seconded By Commissioner Corby Garrett. The Vote Was Unanimous.

TAMURA FARMS LEASE. Motion: Made By Commissioner David Lincoln: To Renew The Farm Lease With The Same Terms For 2017, Seconded By Commissioner Fred Sarceda. The Vote Was Unanimous.

SURPLUS PROPERTY. Commissioner Fred Sarceda reported that Canyon Highway District offered the first right of refusal for a manufactured home and one acre of property for \$168,000. The Commissioners were not interested in this offer.

REQUEST FOR COMPASS MEMBERSHIP. Work Director Gordon Bates presented a request to join COMPASS as a General Member. **Motion: Made By Commissioner Fred Sarceda: To Approve The Request To Join COMPASS as A General Membership And**

Authorize The Chairman To Sign The Request, Seconded By Commissioner David Lincoln. The Vote Was Unanimous.

RESOLUTION 2016-10 AMENDING CHAPTER 9 OF TITLE 10, HOW TO SURPLUS REAL PROPERTY. Attorney William Gigray explained the procedure for selling surplus property. This matter will be tabled for the November Board Of Commissioners meeting.

FY2017 GRAVEL CRUSHING AGREEMENT WITH NOTUS PARMA HIGHWAY DISTRICT. Work Director Gordon Bates explained the gravel crushing agreement stating that the Notus Parma quantity for 10,000 tons of ¾ inch would be a separate change order. **Motion: Made By Commissioner Fred Sarceda: To Approve The Agreement For Aggregate Crushing Allocation And Reimbursement, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

CHANGE OF NOVEMBER MEETING DATE. Secretary Teila Noe explained that the regular meeting would be during the IAHD Convention. The Commissioners agreed to change the November meeting date to November 17, 2016. **Motion: Made By Commissioner Fred Sarceda: To Approve The FY 2016-2017 Meeting Schedule With The November meeting rescheduled for November 17, 2016 at 11:30 A.M., Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

HARTWELL CORP. – TERRORISM RISK INSURANCE ACT. Secretary Teila Noe presented the form for Terrorism Risk Insurance Act Rejection Of Full Coverage. **Motion: Made By Commissioner David Lincoln: To Decline The Coverage And Authorize Chairman Corby Garrett To Sign The Form, Seconded By Commissioner Fred Sarceda.** The Vote Was Unanimous.

AUCTION PURCHASE AUTHORIZATION. **Motion: Made By Commissioner Fred Sarceda: To Preauthorize Work Director Gordon Bates To Purchase A Bucket Truck For The Highway District At The Idaho Power Auction To Be Held October 29, 2016 With A Total Budget Limit Of \$50,000.00 And Authorize The Chairman To Administratively Sign Any Purchase Documents, Seconded By Commissioner David Lincoln.** The Vote Was Unanimous.

FY2017 WEED CONTROL CHEMICAL PURCHASE. Work Director Gordon Bates explained he had not received the needed information. This matter will be tabled.

BOWEN PARKER DAY ENGAGEMENT LETTER. Secretary Teila Noe presented the audit engagement letter from Bowen Parker Day. **Motion: Made By Commissioner David Lincoln: To Contract The**

**FY 2015-2016 Audit With Bowen Parker Day And Authorize
Commissioner Corby Garrett To Sign, 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 on the attached report.

COMMUN-

ICATIONS: Commissioner David Lincoln asked that we send a card to Engineer Eric Shannon from the Nampa Highway District.

IAHD

REPORT: Commissioner David Lincoln reported all plans are completed and 53 vendors have registered.

REPORT: Work Director Gordon Bates reported the policy code revision will be discussed and adopted at the January 2017 meeting.

**MOJO
GRAVEL**

PIT: Work Director Gordon Bates informed the Commissioners that Elaine Jessup, Secretary For MOJO had resigned. Canyon Highway District has agreed to have Clerk Angela P'Pool fill in until a replacement is hired and trained.

EXECUTIVE


SESSION: None

ADJOURN-

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



CHAIRMAN



SECRETARY