

REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF CANYON HIGHWAY DISTRICT NO. 4
March 17, 2021

PRESENT: Commissioners Rick Youngblood (by videoconference; arrived at 12:05 p.m.), Jay Gibbons (by videoconference) and John McEvoy (by videoconference), Director Tim Richard, Maintenance Superintendent Chainey Rhoades, Attorney William Gigray, Assistant Engineer Lenny Riccio (arrived at 11: 50 a.m.) and Secretary/Treasurer Angela Franks.

GUESTS: Stephanie Hopkins from KM Engineering.

Vice Chairman Gibbons called the meeting to order at 11:30 a.m. Commissioner Gibbons was acting-chair of the meeting.

REVIEW AND APPROVE AGENDA INCLUDING AMENDMENTS

Secretary Franks presented the Board with the agenda as posted on March 12, 2021. Director Richard asked that item 11c, the revised position description for the Staff Engineer be tabled until March 31, 2021. **Commissioner Gibbons made a MOTION TO APPROVE THE AGENDA AS POSTED WITH THE REVISION REQUESTED TO TABLE ITEM 11C UNTIL MARCH 31, 2021. Commissioner McEvoy SECONDED the motion. The motion passed unanimously.**

CONSENT AGENDA

The Consent Agenda included Meeting Minutes from March 3, 2021; Payroll through March 13, 2021; the Accounts Payable through March 15, 2021; Final Plat for Leighton Ranch Subdivision – Trigger Ranch Lane; and Ratify the I-84 INFRA Grant Letter of Support. **Commissioner Gibbons made a MOTION TO APPROVE THE CONSENT AGENDA, AUTHORIZING THE DIRECTOR TO SIGN THE FINAL PLAT FOR LEIGHTON RANCH SUBDIVISION. Commissioner McEvoy SECONDED the motion. The motion passed unanimously.**

MAINTENANCE SUPERINTENDENT REPORT

Maintenance Superintendent Rhoades stated that Theuson Construction has exceeded District minimum specifications with the first crushing samples.

The grinding of asphalt on Orchard Avenue has been completed and the old bridge structure will be removed the afternoon of March 17, 2021. The new bridge is scheduled to be delivered on March 23, 2021 to complete the replacement.

Once the slip-line pipe work has been completed on Elm Street, the full Road and Bridge crews will be working to complete the rehabilitation work on Orchard Avenue.

The Herbicide Crew is spraying road sides when the weather allows. This Crew is working on erosion control on Middleton Road below Foothill Road and will be helping Hazel Asphalt to patch back over all pipes that were replaced during the winter.

The Shop Crew continues vehicle maintenance and is driving truck for the Road and Bridge crews when needed.

Curtis Clean Sweep is scheduled to begin crack sealing on March 29, 2021.

The District conducted four interviews for the open truck driver position and made a decision to hire Dusty Clausen. Mr. Clausen will begin on March 29, 2021.

LEGAL COUNSEL REPORT

Attorney Gigray has been working with Director Richard to draft deeds of transfer for property adjacent to the Ustick Road and Midland Boulevard intersection to Nampa Highway District.

Attorney Gigray reviewed the bills being considered by the State Legislature and each bill's effect on the District.

At 11:50 a.m., Assistant Engineer Riccio arrived. At 12:05 p.m., Commissioner Youngblood joined the meeting by videoconference.

NEW BUSINESS

1. *Preliminary Plat for Purple Sage Estates No. 5:* Assistant Engineer Riccio presented the preliminary plat for Purple Sage Estates No. 5 near the intersection of Willis Road and El Paso Road. This phase will include 23 lots on 28.13 acres and two common lots. This phase will not have direct access onto Old Highway 30 but will have access to El Paso Road through a local road connection. Assistant Engineer Riccio reviewed his Staff Report with the Board and recommended approval of the preliminary plat with the conditions listed in the Staff Report.

Stephanie Hopkins of KM Engineering, applicant's representative, stated that the applicant has nothing to add to the report and agrees to all conditions listed.

Commissioner McEvoy made a MOTION TO APPROVE THE PRELIMINARY PLAT FOR PURPLE SAGE ESTATES NO. 5 WITH THE CONDITIONS LISTED IN THE STAFF REPORT SIGNED ON FEBRUARY 25, 2021. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.

At 12:07 p.m., Assistant Engineer Riccio and Stephanie Hopkins excused themselves from the meeting.

ENGINEER'S REPORT

Director Richard reported that Forsgren Associates met with Riverside Irrigation Company to reacquaint them with the Old Highway 30 Bridge Project. The Irrigation Company is now requesting the District pipe another 1,000 feet of the Riverside Canal which would cost between \$600,000 and \$900,000. This additional 1,000 feet does not fall within the impact area of the new bridge and the District has already agreed to pipe the portion within the project area. Director Richard will be meeting with the Farmer's Co-Op Board to discuss this additional requirement.

Six Mile Engineering has completed the 20-year traffic analysis for the Farmway Road Corridor Study. The District will proceed with the study to include a 5-lane roadway for preservation purposes and looking at options to expand intersection and types of traffic control.

Director Richard reported that the statements of qualifications are due next week for the District's Homedale Road Curve Safety Project. The Local Highway Technical Assistance Council (LHTAC) will be administering the Project. The Project will consist of the replacement of a stiff-leg culvert on Homedale Road and Malt Road and extend it outside the clear zone.

American Geotechnics has completed the field work for pavement investigations on roads slated for construction in fiscal year 2022.

Director Richard reported that he and Engineer Hopper met with the Snake River Builders Association and presented the plans for traffic impact fees in the area of Sub-district #1. The members shared their concerns of another impact fee for building in the area and the amount the District is proposing. Additional information was requested and the Association will provide feedback to the advisory committee.

Director Richard presented the same information to Nampa Highway District (NHD) and its Board of Commissioners. NHD has been looking into implementing an impact fee and asked the District to share its experience.

Director Richard will present the impact fee study to the Caldwell Chamber of Commerce Roads and Streets meeting in April 2021.

In 2015, the District entered into a cooperative agreement with the Idaho Transportation Department of the Highway 55 and Indiana Avenue intersection. The project file was reconciled and closed, which indicated a refund to the District in the amount of \$10,155.45.

Marble Front Road is closed and permanent signs have been put in place. The construction signs will remain a bit longer just to inform drivers of the permanent closure.

DIRECTOR'S REPORT

Director Richard reported that Notus-Parma Highway District is hosting the next ACCHD Meeting as an in-person meeting. The meeting will be held at Anderson Hall which will allow for attendees to keep social distancing and those unable to attend can join by teleconference.

The meeting is scheduled for April 22, 2021. All meeting information will be shared with the Board and Staff members attending closer to the meeting date.

The District has filled the Senior Engineering Technician position with Kraig Wartman. Mr. Wartman has experience with both development and design through his work with Ada County Highway District. Mr. Wartman is scheduled to begin work on March 29, 2021.

Director Richard is considering opening the office to walk-in traffic while following COVID-19 protocols. Commissioner Youngblood understood the move to change but cautioned Staff because of the recent surge within the State House.

The Flood Control District #10 has been able to obtain a permit in conjunction with the property owner, Dick Bicandi, to haul gravel out of the river. It is too late to extract the gravel from the river but flows will be low again in November, so the District may be able to help the Flood District haul the material.

NEW BUSINESS (cont'd)

2. *FY21 Asphalt Piggyback Purchase:* Superintendent Rhoades reported that Idaho Asphalt offered to piggyback its 2021 bid from Power County Highway District. The District is estimating the use of 1,100 tons of asphalt at \$373 per ton of CRS-2P for a total cost of \$410,300. The freight charge is \$10 per ton and the application price is \$36 per ton or \$240 per hour, whichever is greater. The estimated total cost is \$453,620 and the District fiscal year 2021 budget is \$590,000. **Commissioner McEvoy made a MOTION TO AWARD THE FY2021 ASPHALT CONTRACT TO IDAHO ASPHALT SUPPLY, INCORPORATED AS A PIGGYBACK BID TO 2021 POWER COUNTY HIGHWAY DISTRICT ASPHALT PRICES OF CRS-2P AT \$373 PER TON, APPLICATION RATE OF \$36 PER TON AND FREIGHT CHARGE OF \$10 PER TON, WITH A TOTAL ESTIMATED CONTRACT PRICE OF \$453,620. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.**


3. *FY21 Plant Mix Paving Bid Award:* Director Richard reported that the District advertised the plant mix paving bid for fiscal year 2021 in the Idaho Press Tribune for two consecutive weeks. The District received six bids and they were opened on March 11, 2021. The District budgeted \$2,373,000 for the paving of 8.59 miles. All bid bonds were signed, the companies are all registered with the Secretary of State's office and are in good standing with public works licenses. The lowest bid was placed by Nampa Paving in the amount of \$1,630,844.01. **Commissioner McEvoy made a MOTION TO ACCEPT THE BID RECEIVED FROM NAMPA PAVING; THAT IT WAS FOUND TO BE RESPONSIBLE AND RESPONSIVE; APPROVE THE BID AND AWARD THE FY21 PLANT MIX PAVING BID TO NAMPA PAVING IN THE AMOUNT OF \$1,630,844.01; AUTHORIZE THE VICE CHAIRMAN TO SIGN THE CONTRACT AND AUTHORIZE THE BONDS TO BE RELEASED ONCE THE CONTRACT IS SIGNED BY NAMPA PAVING. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.**

4. *Homedale Road Intersection Concept Studies Professional Services Agreement*: Director Richard presented the Board with the professional services agreement with Six Mile Engineering for the Homedale Road Intersection Concept Study. The intent of the Study is to analyze the intersections along the corridor for long term traffic control needs and develop concepts, and collect current traffic data for short-term traffic mitigation. The total of the current contract is \$108,430. **Commissioner McEvoy made a MOTION TO APPROVE THE HOMEDALE ROAD INTERSECTION CONCEPT STUDIES PROFESSIONAL SERVICES AGREEMENT WITH SIX MILE ENGINEERING IN THE AMOUNT OF \$108,430 AND AUTHORIZE THE DIRECTOR TO SIGN. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.**
5. *Revised Appendices in Exchange Maintenance Agreement with the City of Nampa*: Director Richard stated that the City of Nampa staff has agreed to revise Appendix A and B to add the half mile of Northside Boulevard, north of Ustick Road as the City's road jurisdiction. This change will align with the City's impact area boundary. **Commissioner McEvoy made a MOTION TO APPROVE THE MODIFICATIONS TO APPENDIX A AND B OF THE EXCHANGE MAINTENANCE AGREEMENT WITH THE CITY OF NAMPA, SHIFTING THE RESPONSIBILITY OF THE HALF MILE OF NORTHSIDE BOULEVARD NORTH OF USTICK ROAD TO THE CITY OF NAMPA. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.**

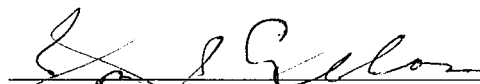
NEXT BOARD MEETING

The Board confirmed the next scheduled meeting for March 31, 2021 at 11:30 a.m.

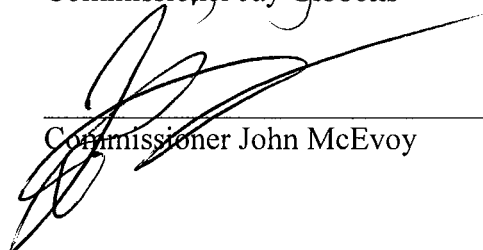
Vice Chairman Gibbons asked if there was any further business to be conducted by the Board. **Hearing none, at 12:57 p.m., Commissioner McEvoy made a MOTION TO ADJOURN. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.**



Commissioner Rick Youngblood



Commissioner Jay Gibbons



Commissioner John McEvoy



CANYON HIGHWAY DISTRICT NO. 4

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**COVID-19
Notice**

The Canyon Highway District Commission Meeting Room Occupancy Capacity has been limited, by the District, to only Canyon Highway District Officials and Staff, in consideration of the 6-foot social distancing recommendation of Centers for Disease Control and Prevention. The Public can attend the District's Board meeting using the following link/information:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/116176133>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 116-176-133

AGENDA

**BOARD OF COMMISSIONERS MEETING
CANYON HIGHWAY DISTRICT NO. 4**

Date: March 17, 2021

Time: 11:30 a.m.

Location: District Conference Room

- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **ACTION ITEM: REVIEW AND APPROVE AGENDA INCLUDING AMENDMENTS**
- 4) **PUBLIC COMMENTS**
- 5) **CONSENT AGENDA**
 - a) ACTION ITEM: Regular Meeting Minutes from March 3, 2021
 - b) ACTION ITEM: Payroll through March 13, 2021 and Accounts Payable through March 15, 2021
 - c) ACTION ITEM: Final Plat for Leighton Ranch Subdivision – Trigger Ranch Lane
 - d) ACTION ITEM: Ratify I-84 INFRA Grant Letter of Support
- 6) **MAINTENANCE SUPERINTENDENT'S REPORT**
- 7) **LEGAL COUNSEL'S REPORT**
- 8) **ENGINEER'S REPORT**
- 9) **DIRECTOR'S REPORT**
- 10) **UNFINISHED BUSINESS**
- 11) **NEW BUSINESS**
 - a) ACTION ITEM: FY21 Asphalt Piggyback Purchase
 - b) ACTION ITEM: Preliminary Plat on Purple Sage Estates No. 5
 - c) ACTION ITEM: Revised Position Description – Staff Engineer
 - d) ACTION ITEM: FY21 Plant Mix Paving Bid Award
 - e) ACTION ITEM: Homedale Road Intersection Concept Studies Professional Services Agreement
 - f) ACTION ITEM: Revised Appendix Exchange Maintenance Agreement with the City of Nampa

12) NEXT BOARD MEETING

- a) ACTION ITEM: Confirm Date, Time and Location Certain: March 31, 2021 at 11:30 a.m.

13) ACTION ITEM: ADJOURNMENT

ATTEST:

Angela J. Franks
Angela J. Franks, District Secretary/Treasurer

Date/Time Posted: 12 March 2021 @ 8:30am

CHD MINUTES - March 17, 2021

ACCOUNTS PAYABLE for 3/17/21

A-Gem Supply	\$ 137.76
Advantage Machine & Hydraulic	\$ 1,831.66
Ag Equipment	\$ 29.54
Allstream	\$ 285.25
Amerigas	\$ 859.28
Auto Zone	\$ 52.84
Blue Ocean Cleaning Services	\$ 550.00
Bonneville Blueprint Supply	\$ 79.99
BPA Health	\$ 71.40
Caldwell Auto Supply	\$ 126.28
Cintas Corporation	\$ 118.04
Coastline Equipment	\$ 1,398.72
Corwin Ford	\$ 867.14
D&B Supply	\$ 1,646.21
Gem State Paper & Supply	\$ 147.41
Hardin Sanitation	\$ 136.77
Idaho Materials & Construction	\$ 440.00
Idaho Precast	\$ 723.10
Idaho Power	\$ 2,422.93
Idaho Tool & Equipment	\$ 34.00
Kenworth	\$ 175.60
Les Schwab Tire Center	\$ 3,582.23
LifeMap Assurance Company	\$ 524.23
Motion & Flow Control Products	\$ 206.98
Nampa Highway District	\$ 2,062.50
Norco	\$ 30.24
Oasis Interactive	\$ 75.00
Portapros	\$ 207.00
Quality Trailer Sales	\$ 107.88
Root Rents	\$ 10.66
Sawtooth Technology	\$ 591.00
Schindler Elevator	\$ 1,211.52
SelectHealth	\$ 29,188.70
Shur-Co	\$ 2,933.74
Specialty Construction Supply	\$ 3,284.17
Syringa Networks	\$ 625.00
Tacoma Screw Products	\$ 754.01
T-O Engineers	\$ 7,586.75
TV Pipe Supply	\$ 1,640.20
Upper Edge Products	\$ 343.71
US Bank	\$ 3,900.61
Utility Trailer Sales	\$ 194.92
Verizon Wireless	\$ 316.83
White Peterson	\$ 1,300.12
Woody's Outdoor	\$ 137.91
Western States Equipment	\$ 490.70
Young, Randy	\$ 307.58

PERMITS REFUNDED

Band, Jim	\$ 200.00
Bell, Hallie	\$ 400.00
Bombaci, James & Teresa	\$ 200.00
Brown, Donald	\$ 200.00
Dean, Danielle	\$ 250.00
Hanson, Jenah	\$ 200.00
Houdeck, Eric	\$ 400.00
Irwin,	\$ 2,000.00
J Squared Enterprises	\$ 200.00
Keasal, Brad	\$ 200.00
Mortensen, Cody	\$ 400.00
Oakmont	\$ 1,000.00
O'Dwyer Signature Homes	\$ 600.00
Pugh, Bill	\$ 500.00
Shiloh Builders	\$ 200.00
Stone, Alex	\$ 2,000.00
Todd Campbell Custom Homes	\$ 1,400.00
Walk, Charlie	\$ 200.00

PAID WITH 3/18/2021 Payroll

Payroll	\$ 37,986.28
Clarity Credit Union	\$ 100.00
EFTPS (Electronic)	\$ 13,755.77
Nationwide Trust	\$ 2,981.85
PERSI (Electronic)	\$ 11,451.70
PERSI Choice (Electronic)	\$ 3,099.72
	<u>\$ 69,375.32</u>

\$ 153,860.35