

REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF CANYON HIGHWAY DISTRICT NO. 4
August 18, 2021

PRESENT: Commissioners Jay Gibbons, Randy Wood and Rick Youngblood, Director Tim Richard, Maintenance Superintendent Chainey Rhoades, Engineer Chris Hopper, Assistant Engineer Lenny Riccio, Attorney William Gigray, Attorney Jay Kiiha and Secretary/Treasurer Angela Franks.

GUESTS: Thayne Warnick of Aspen Engineering.

Chairman Gibbons called the meeting to order at 9 a.m.

REVIEW AND APPROVE AGENDA INCLUDING AMENDMENTS

Secretary Franks presented the Board with the agenda as posted on August 13, 2021. **Commissioner Youngblood made a MOTION TO APPROVE THE AGENDA AS POSTED. Commissioner Wood SECONDED the motion. The motion passed unanimously.**

CONSENT AGENDA

The Consent Agenda included Regular Meeting Minutes from August 4, 2021; Payroll through August 14, 2021; and Accounts Payable through August 16, 2021. **Commissioner Youngblood made a MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. Commissioner Wood SECONDED the motion. The motion passed unanimously.**

MAINTENANCE SUPERINTENDENT REPORT

Superintendent Rhoades reported that the pump previously approved by the Board went up in price because of an increase the cost of freight.

Hartley Road is scheduled to be paved on August 19, 2021. Stone Lane and Canyon Lane are scheduled to be paved the following week.

Western Construction is scheduled to grind the asphalt on Galloway Road the week of August 30, 2021.

Superintendent Rhoades stated that Thuesson Construction has been able to crush 700 ton per day consistently but the crushing may not be completed until mid-November 2021.

The Bridge Crew has started painting chip-sealed roads. Curtis Clean Sweep has been having difficulty getting traffic paint so the District may make a change order and have the Bridge Crew paint Hartley Lane, Stone Lane and Canyon Lane.

The Herbicide Crew has been painting Stop bars and taking care of miscellaneous work orders.

LEGAL COUNSEL REPORT

Attorney Gigray has been working with the District Staff on conflict of interest statutes; Iris Lane open public right-of-way encroachment; and impact fee ordinances with the cities of Star and Middleton.

NEW BUSINESS

1. *Preliminary Plat for Hawk View Estates – Lansing Lane*: Assistant Engineer Riccio presented the preliminary plat for Hawk View Estates Subdivision on Lansing Lane, north of Purple Sage Road. The Subdivision consists of 26.4 acres, split into 12 residential lots. Assistant Engineer Riccio stated that references to relocate the power poles along Lansing Lane needed to be added because they currently do not meet the clear zone requirements. However, beyond that, the preliminary plat meets District standards.

Thayne Warnick of Aspen Engineering stated that there is a significant elevation change so the development may need additional right-of-way to improve the slope. This will be resolved within the improvement drawings.

Commissioner Youngblood made a MOTION TO APPROVE THE PRELIMINARY PLAT OF HAWK VIEW ESTATES SUBDIVISION SUBJECT TO THE CONDITIONS WITHIN THE STAFF REPORT DATED AUGUST 9, 2021. Commissioner Wood SECONDED the motion. The motion passed unanimously.

At 9:32 a.m., Thayne Warnick excused himself.

ENGINEER REPORT

Engineer Hopper reported that he and Commissioner Gibbons attended the Middleton City Planning and Zoning meeting on August 9, 2021. Staff members from the Idaho Transportation Department (ITD) made good presentations about the history of the bypass and the challenges with Highway 44 going through the middle of downtown. The Planning and Zoning Commission approved the amendments to the comprehensive plan and preserved the Highway 44 alternate (Southern Bypass). This decision is only a recommendation to the City Council, who will hold a public hearing currently scheduled for September 15, 2021. The Board of Commissioners will write a letter to the City Council members, outlining reasons to keep the Highway 44 Alternate Route and work to get as many agencies and citizens involved in the discussion with the City.

At 10:10 a.m., Chairman Gibbons called for a recess. At 10:18 a.m., the meeting reconvened.

Engineer Hopper reported that the Star City Council approved the first reading of the ordinance establishing impact fees and adopting the impact fee schedule. The City of Middleton is

scheduled to do the same later this evening, August 18, 2021.

The District has hired Bruce Bayne, P.E. as an assistant Engineer. Mr. Bayne is scheduled to begin work at the end of August 2021.

The District has received an email of the improvement bond and liability insurance certificate from Humble Idaho, LLC for the road improvements to the Edna Lane Borrow Pit. Once the original bond has been received, the District will allow the work to begin.

DIRECTOR REPORT

Director Richard reported that Forsgren Associates had completed the flood plain hydraulic analysis for Willow Creek. The District may need to place a 36-foot span bridge and raise the roadway grade to meet water surface clearance requirements for the flood plain. Staff Engineer Seferaj is assisting with bridge layout options to meet these requirements. Additionally, the District may need to acquire additional right-of-way for the raise and fill slopes.

The Iris Drive right-of-way has been surveyed and staked. Director Richard has met with the property owner about the encroachment and removal of the fence from the right-of-way. If the fence has not been removed by the next week, the District will go in and remove and clear the right-of-way completely.

As a part of Nampa Paving's contract, the District will have Stone Lane and Canyon Lane overlaid with a 2-inch mat next week. Both roads will be striped and re-opened August 27, 2021.

Director Richard suggested funds to be budgeted in fiscal year 2022 for the Ustick Road Corridor Analysis, in partnership with the City of Nampa. Director Richard also suggested that Nampa Highway District may want to participate. NHD Board suggested that the boards of each agency get together with the City of Nampa Public Works Director. Director Richard suggested the Staff will meet first and bring recommendations to the boards to consider. The Board agreed that the staff members from each agency should meet first and get the boards together in a joint meeting, if needed.

Director Richard met with the directors of Notus-Parma and Golden Gate highway districts to discuss the operations at the MOJO Pit. Director Richard is developing a couple of alternatives to the overall pit plan, including the final disposition of the Pit.

Director Richard reported that the District has one employee out with COVID-19 and two employees in isolation because of direct contact, who do not have symptoms.

NEW BUSINESS (cont'd)

2. *Caldwell Area Traffic Impact Fee Cooperative Agreement:* Director Richard reviewed the cooperative agreement for impact fees with the City of Caldwell with the Board. The District has budgeted \$100,000 to help pay for the traffic impact fee study with Caldwell City for the remainder of the service area within the District. Kittleson and Associates

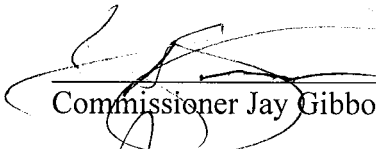
will be performing the Study. The Agreement states that the City of Caldwell will be the lead and it lays out the milestones similar to the Mid-Star Impact Fee Area. It is estimated that the Study will be completed and impact fees in place by December 2022. **Commissioner Wood made a MOTION TO APPROVE THE COOPERATIVE AGREEMENT WITH THE CITY OF CALDWELL FOR THE TRAFFIC IMPACT FEE STUDY AND AUTHORIZE THE CHAIR TO SIGN THE SAME. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.**

3. *Traffic Order – North Nampa Speed Zones*: Engineer Hopper reported that the District has been reviewing speed zones north of Nampa city limits. Engineer Hopper reviewed the map of the area in question and the proposed speed limits. **Commissioner Wood made a MOTION TO APPROVE TRAFFIC ORDER 2021-08, REVISING SPEED ZONE POSTINGS IN NORTH NAMPA AREA AND THE REMOVAL OF THE 45 MPH SIGN ON PRESCOTT, SOUTH OF ELM. Commissioner Youngblood SECONDED the motion. The motion passed unanimously.**
4. *FY2022 Revenue and Expenditure Tentative Budget Adoption for Publication and Set Public Hearing*: Director Richard reviewed the few changes to the FY22 budget with the Board from the last budget presentation. **Commissioner Youngblood made a MOTION TO APPROVE THE FY2022 REVENUE AND EXPENDITURE TENTATIVE BUDGET FOR PUBLICATION AND SET THE PUBLIC BUDGET HEARING FOR SEPTEMBER 1, 2021 AT 10 A.M. Commissioner Wood SECONDED the motion. The motion passed unanimously.**

NEXT BOARD MEETING

The Board confirmed the September 1, 2021 Board meeting for 9 a.m.

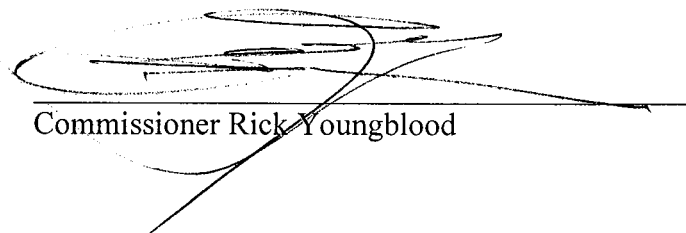
At 11:20 a.m., Commissioner Youngblood made a MOTION TO ADJOURN THE BOARD MEETING. Commissioner Wood SECONDED the motion. The motion passed unanimously.



Commissioner Jay Gibbons



Commissioner Randy Wood



Commissioner Rick Youngblood



**COVID-19
 Notice**

The Canyon Highway District Commission Meeting Room Occupancy Capacity has been limited, by the District, to 6 visitors in addition to the Canyon Highway District Officials and Staff, as long as 6-foot social distancing can be maintained as recommended by the 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/125638077>
 You can also dial in using your phone.
 United States: +1 (669) 224-3412
 Access Code: 125-638-077

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

Date: August 18, 2021 **Time:** 9 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 August 4, 2021
 - b) ACTION ITEM: Payroll through August 14, 2021 and Accounts Payable through August 16, 2021
- 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: FY2022 Revenue and Expenditure Tentative Budget Adoption for Publication and Set Public Hearing
 - b) ACTION ITEM: Caldwell Area Traffic Impact Fee Cooperative Agreement
 - c) ACTION ITEM: Traffic Order – North Nampa Speed Zones
 - d) ACTION ITEM: Preliminary Plat for Hawk View Estates – Lansing Lane
- 12) NEXT BOARD MEETING
 - a) ACTION ITEM: Confirm Date, Time and Location Certain: September 1, 2021 at 9 a.m.
- 13) ACTION ITEM: ADJOURNMENT

ATTEST:

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

Date/Time Posted: 13 August 2021 @ 9:15am

CHD MINUTES - August 18, 2021

ACCOUNTS PAYABLE for 8/18/21

Air Comfort	\$ 228.00
Allstream	\$ 285.11
APA Benefits	\$ 21.70
Auto Zone	\$ 222.28
Blue Ocean Cleaning Services	\$ 500.00
Boise Rigging Supply	\$ 182.70
Bonneville Blueprint Supply	\$ 1,800.00
BPA Health	\$ 73.78
Caldwell True Value	\$ 19.92
Country Floral	\$ 62.00
Cintas Corporation	\$ 118.04
Cope Sand & Gravel	\$ 9,509.50
Cornwell Tools	\$ 566.06
Delta Dental	\$ 2,531.48
Forsgren Associates	\$ 27,350.00
G&R Ag Products	\$ 228.10
Hardin Sanitation	\$ 148.89
Hazel Asphalt	\$ 25,679.00
Helena Chemical	\$ 550.00
House of Wheels	\$ 89.97
Idaho Traffic Control	\$ 9,343.30
Interwest Supply	\$ 6.90
John Yancey Fencing	\$ 200.00
K&W Technical Services	\$ 2,597.30
Kenworth	\$ 743.21
Master Plumbing	\$ 4,200.00
Metroquip	\$ 36,020.93
Motion & Flow Control Products	\$ 90.61
MOJO Joint Powers Board	\$ 20,170.50
Nampa Auto Supply	\$ 57.85
Nutrien Ag Solutions	\$ 218.80
PC Maintenance	\$ 3,193.00
Potters Industries	\$ 17,571.84
Ray Smith & Son Handles	\$ 21.75
Ridley's	\$ 22.17
Sawtooth Technology	\$ 748.75
Sherwin Williams	\$ 917.97
Superior Paint & Glass	\$ 15.49
Six Mile Engineering	\$ 15,637.00
Syringa Networks	\$ 625.00
Tacoma Screw Products	\$ 240.05
T-O Engineers	\$ 6,683.45
United Oil	\$ 137.76
Valley Wide Co-op	\$ 26,495.96
Verizon Wireless	\$ 398.74
Vermeer Rocky Mountain	\$ 402.18
White Peterson	\$ 3,767.00
Windshield Doctor	\$ 670.00
Western States	\$ 4,220.63

PERMITS REFUNDED

Becky Abbott	\$ 1,850.00
Elevation 2500 Partners	\$ 3,000.00
Patricia Slutz	\$ 2,000.00
	\$ 232,434.67

PAID WITH 8/19/21 Payroll

Payroll	\$ 41,804.12
Clarity Credit Union	\$ 100.00
EFTPS (Electronic)	\$ 14,987.50
Nationwide Trust	\$ 3,214.46
PERSI (Electronic)	\$ 12,289.19
PERSI Choice (Electronic)	\$ 3,297.24
	\$ 75,692.51
	\$ 308,314.10