

## **MINUTES OF SPECIAL MEETING OF THE NOTUS-PARMA HIGHWAY DISTRICT NO. 2**

A special meeting of the Commissioners of the Notus-Parma Highway District #2 was held Thursday, July 17, 2025 at 9:30 a.m. at the office of the District, 106<sup>th</sup> S. 4th Street, Parma, Idaho.

*\*Chairman William Hartman proceeded to lead all in attendance of the Pledge of Allegiance.*

### **PRESENT:**

Commissioners William Hartman, Tom Sells, and Gary Hickman, Director of Highways Lynn Troxel, and Secretary/Clerk Genia Watkins

### **APPROVAL OF AGENDA:**

Secretary/Clerk Genia Watkins reported that the original agenda was posted on Tuesday, July 15, 2025, at 4:50 p.m. **Motion made by Commissioner Tom Sells to approve agenda as posted, Seconded by Commissioner Gary Hickman.** Motion passed unanimously.

### **VISITORS:**

None

### **PUBLIC INPUT:**

None

### **SPECIAL BUSINESS:**

- **APPLICATION TO WAIVE/VARY SETBACK – PAT WOODCOCK – OLD FORT BOISE ROAD**

Pat Woodcock is asking the Board to consider his request to vary the setback for Old Fort Boise Road from 70' to 50' to build a pole barn. Director Troxel stated that there are no plans in the foreseeable future to expand Old Fort Boise. **Motion made by Commissioner Tom Sells to approve Application to Waive/Vary Setback for Pat Woodcock, seconded by Commissioner Gary Hickman.** Motion passed unanimously

- **APPROVE PURCHASE OF 2026 FORD F550 W5G**

Director Troxel is looking for approval to order 2026 Ford F550 W5G for new sign/construction truck. **Motion made by Commissioner Gary Hickman to approve purchase of 2026 Ford F550 W5G and authorize Chairman signature on purchase order, seconded by Commissioner Tom Sells.** Motion passed unanimously

➤ **APPROVE FY2026 COLA**

The Board reviewed proposed FY2026 COLA figures. **Motion made by Commissioner Tom Sells to approve 3% COLA for crew, Director, Assistant Director, and District Secretary/Clerk, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ **APPROVE FY2025 AMENDED BUDGET HEARING PUBLICATION**

District Secretary Watkins asked for approval for the FY2025 Amended Budget Publication. **Motion made by Commissioner Gary Hickman to approve FY2025 Amended Budget Hearing publication, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ **APPROVE FY2026 BUDGET HEARING PUBLICATION**


District Secretary Watkins asked for approval for the FY2026 Budget Publication. **Motion made by Commissioner Tom Sells to approve FY2026 Budget Hearing publication, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

**EXECUTIVE SESSION UNDER IDAHO CODE § 74-206 (1) (a), (b), (c), (d), (e), (f), or (i):**

None

**ADJOURNMENT:**

With no further business to come before the Commissioners, the meeting was adjourned at 10:15 a.m.

  
CHAIRMAN

  
CLERK