

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.

MINUTES OF THE REGULAR MEETING OF THE NOTUS-PARMA HIGHWAY DISTRICT NO. 2

A regular meeting of the Commissioners of the Notus-Parma Highway District #2 was held Monday, November 10, 2025, at 1:00 p.m. at the office of the District, 106th S. 4th Street, Parma, Idaho.

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

PRESENT:

Commissioners William Hartman, Tom Sells, and Gary Hickman, Director of Highways Lynn Troxel, District Secretary/Clerk Genia Watkins, Attorney Jay Kiiha and Engineer Tim Blair

VISITORS:

Winston Goss, Shandro Group

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Thursday, November 6, 2025, at 1:55 p.m. **Motion made by Commissioner Tom Sells to approve agenda, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

APPROVAL OF BOARD MEETING MINUTES:

District Secretary Watkins provided copies of regular meeting minutes for October 14, 2025 for approval. **Motion made by Commissioner Tom Sells to approve meeting minutes, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

TREASURER'S REPORT & BOARD APPROVAL OF BILLS:

District Secretary Watkins provided copies of financial reports for discussion. Expenses for October 15, 2025, through November 10, 2025, were \$68,073.23 and payroll for the same period was \$53,985.55 for a total of \$122,058.78.

Motion made by Commissioner Gary Hickman to receive the treasurer's monthly financial report and place it on file for the fiscal year audit, seconded by Commissioner Tom Sells. Motion passed unanimously.

Motion made by Commissioner Tom Sells to authorize the disbursement of funds from the District's treasury in the sum of \$122,058.78 for payment of the bills as presented by the Treasurer, seconded by Commissioner Gary Hickman. Motion passed unanimously.

PUBLIC INPUT:

None

OLD BUSINESS:

➤ ROAD & BRIDGE REPAIR MAINTENANCE

Director Troxel discussed the attached report.

NEW BUSINESS:

➤ DISCUSS OPTIONS FOR WATER TRUCK REPLACEMENT/REPAIR

Director Troxel stated that he has been working with ICRMP and their 3rd party adjuster on the damaged Kenworth water truck. Kenworth is working on a quote to repair the truck, and Director Troxel is also working on replacement costs so once they determine what they are going to do, we can proceed on replacement/repair. Water truck will be needed in February.

➤ DISCUSS & APPROVE 2026 EMPLOYEE BENEFIT OPTIONS

Winston Goss with Shandro Group went over the District's options for health insurance renewal on January 1. Premiums will increase with health insurance and dental insurance, but vision and life insurance will remain the same. Plan increase for health insurance will also have an increase of deductible. Employee deductible will remain the same after the District participates in the buy down program with APA Benefits. **Motion made by Commissioner Tom Sells to keep renew all insurance options and authorize the District to pay \$4,660 towards employee deductible buydown, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ APPROVE SURPLUS EQUIPMENT LIST

Director Troxel stated that the 2005 GMC sign pickup is no longer needed for use by the District. **Motion made by Commissioner Gary Hickman to approve surplus of 2005 GMC pickup, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ APPROVE FY26 MEETING SCHEDULE

Motion made by Commissioner Tom Sells to approve 2026 regular meeting schedule, seconded by Commissioner Gary Hickman. Motion passed unanimously.

➤ 2025 HOLIDAY COMPENSATION

Motion made by Commissioner Tom Sells to approve 2025 holiday compensation, seconded by Commissioner Gary Hickman. Motion passed unanimously.

ACCHD/IAHD REPORT:

IAHD Convention is November 11-13, 2025. Travel arrangements have been made.

MOJO REPORT:

Director Troxel stated that there has been discussion over next mining steps within MOJO pit.

ENGINEERS REPORT:

Mr. Blair gave an update on all the current projects that they are working on. The District will host an neighborhood meeting on December 10, 2025 at 6:00 p.m. at the District Meeting Room to answer any questions regarding the intent to apply for a commercial zoning change for the property on HWY 95.

Director Troxel has been corresponding with the City of Caldwell over their annexation over property near Green Road. The City of Caldwell would like the District to maintain sections of Green Road, the District does not have any plans to continue to maintain roads that have been annexed into the City of Caldwell's jurisdiction. Director Troxel will work with attorney Jay Kiiha to determine legal implications of jurisdiction changes.

CORRESPONDENCE:

None

GENERAL MATTERS:

None

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

None

NEXT BOARD MEETING:

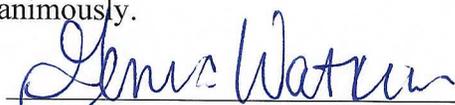
The next regular meeting will be December 10, 2025, at 10:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting was adjourned.
Motion made by Commissioner Tom Sells to adjourn at 2:23 p.m., seconded by Commissioner Gary Hickman. Motion passed unanimously.



CHAIRMAN



CLERK

VICE