

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

An emergency meeting of the Commissioners of the Notus-Parma Highway District #2 was held Thursday, March 26, 2020 at 9:00 a.m. at the office of the District, 106<sup>th</sup> S. 4th Street, Parma, Idaho.

### **PRESENT:**

Commissioners William Hartman, Tom Sells, Gary Hickman, Director of Highways Lynn Troxel, and Secretary/Clerk Genia Watkins. Attorney Carlie Foster was available via teleconference for the meeting.

### **APPROVAL OF AGENDA:**

Secretary/Clerk Genia Watkins reported that the agenda was posted on Wednesday, March 25, 2020 at 3:00 p.m. **Motion made by Commissioner Tom Sells to approve agenda as posted, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

### **EMERGENCY BUSINESS:**

#### ➤ **DISCUSS IMPACT OF STATEWIDE STAY-HOME ORDER:**

Discussion was held regarding the impact of Governor Little's statewide stay-home order that was implemented on March 25, 2020. Highway districts are considered essential for infrastructure and safety of public roads. Dave Jones with Canyon Highway District provided copy of memorandum that they were implementing for their operations to minimize contact and protect their employees and staff. Director Lynn Troxel outlined what measures the crew were following to sanitize equipment/space and to minimize contact with each other. Commissioners read through the memorandum and customized it to fit Notus Parma Highway District's needs. **Motion made by Commissioner Tom Sells to approve edited memorandum regarding coronavirus pandemic, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

### **NEXT BOARD MEETING:**

Regular board meeting will be held on April 14, 2020 at 9:00 a.m. Secretary/Clerk Genia Watkins will make sure that the District has teleconferencing abilities available.

*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.*

## **ADJOURNMENT**

With no further business to come before the Commissioners, the meeting was adjourned at 9:28 a.m.

*William J. Haitman*  
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CHAIRMAN

*Gene Wassner*  
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CLERK