

*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 Tuesday, January 13, 2026, at 9:01 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 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:**

None

### **APPROVAL OF AGENDA:**

District Secretary Watkins reported that the original agenda was posted on Friday, January 9, 2026, at 1:30 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 December 10, 2025, and special meeting for December 23, 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:**

Copies of financial reports were presented for discussion. Expenses for December 11, 2025, through January 13, 2026, were \$104,128.34 and payroll for the same period was \$53,985.57 for a total of \$158,113.91.

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

**Motion made by Commissioner Gary Hickman to authorize the disbursement of funds from the District's treasury in the sum of \$158,113.91 for payment of the bills as presented by the Treasurer, seconded by Commissioner Tom Sells.** Motion passed unanimously.

**PUBLIC INPUT:**

None

**OLD BUSINESS:**

➤ ROAD & BRIDGE REPAIR MAINTENANCE

Director Troxel discussed the attached report.

➤ GREEN ROAD ANNEXATION-MAINTENANCE AGREEMENT W/CITY OF CALDWELL

Director Troxel discussed working with the City of Caldwell on an agreement for the maintenance of Green Road. The City has annexed the majority of Green Road, but they have left a few parcels out of their annexation process that will still fall to the District to maintain. **Motion made by Commissioner Tom Sells to table action until more information is received, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

**NEW BUSINESS:**

➤ REVIEW & APPROVE SIGNATURE FOR GALLOWAY ROAD CLOSEOUT DOCUMENTS– *ACTION ITEM*

LHTAC Project Documentation Summary has been completed by Director and Clerk. **Motion made by Commissioner Gary Hickman to approve Chairman signature for Galloway Road Project Documentation Summary, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ APPROVE RESOLUTION 2026-02 – IVERSON ROAD BRIDGE REPLACEMENT – *ACTION ITEM*

Resolution is a requirement for application for federal aid project application for Iverson Road Bridge replacement. The District will be responsible for matching funds as well as any costs over their funding threshold. **Motion made by Commissioner Gary Hickman to approve Chairman signature for Resolution 2026-02 Iverson Road Bridge Replacement Support, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ DISCUSS KENWORTH WATER TRUCK SALVAGE VALUE – *ACTION ITEM*

Director Troxel stated that ICRMP gave a salvage value for the wrecked water truck of \$12,657.50. **Motion made by Commissioner Gary Hickman to send salvaged truck back to ICRMP to arrange pickup, seconded by Commissioner Tom Sells.** Motion passed unanimously.

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➤ **REVIEW & APPROVE FY26 MOJO RATE SCHEDULE – ACTION ITEM**

Director Troxel stated that these rates are satisfactory. **Motion made by Commissioner Tom Sells to approve Chairman signature for MOJO Rate Schedule, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

**ACCHD/IAHD REPORT:**

ACCHD Meeting will be on Thursday, January 15, 2026, at Golden Gate Highway District #3.

**MOJO REPORT:**

None

**ENGINEERS REPORT:**

Engineer Tim Blair discussed attached report.

**CORRESPONDENCE:**

None

**GENERAL MATTERS:**

Public hearing for Etnyr spreader will be held during the February meeting.

**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 February 10, 2026, at 9:00 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 9:41 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.

  
CHAIRMAN

  
CLERK