

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, September 15, 2020 at 9:00 a.m. at the office of the District, 106th S. 4th Street, Parma, Idaho.

PRESENT:

Commissioners William Hartman, Tom Sells, and Gary Hickman, Director of Highways Lynn Troxel, Secretary/Clerk Genia Watkins, and JUB Engineer Tim Blair.

VISITORS:

Darin Taylor – Subdivision Maker, LLC

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

APPROVAL OF AGENDA:

Secretary/Clerk Watkins reported that the original agenda was posted on Thursday, September 10, 2020 at 2:30 p.m. **Motion made by Commissioner Tom Sells to approve agenda as posted, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

APPROVAL OF BOARD MEETING MINUTES:

Secretary/Clerk Watkins provided copies of August 11, 2020 regular meeting and August 26, 2020 special meeting minutes for approval. **Motion made by Commissioner Tom Sells to approve minutes as drafted, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

TREASURER'S REPORT & BOARD APPROVAL OF BILLS:

Secretary/Clerk Watkins provided copies of financial reports for discussion. Expenses for August 12, 2020 through September 15, 2020 were \$97,677.94 and payroll for the same period was \$35,862.59 for a total of \$133,540.53. **Motion made by Commissioner Tom Sells to approve accounts payable and financial statements as drafted, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

OLD BUSINESS:

➤ ROAD & BRIDGE REPAIR MAINTENANCE:

Director Troxel discussed attached report. Marker Road rebuild is coming along and should be completed by the end of September.

NEW BUSINESS:

➤ **APPLICATION FOR VARIANCE FOR GOODSON ROAD DRIVEWAY ACCESS:**

Chairman William Hartman introduced Darin Taylor from Subdivision Maker, LLC. Mr. Taylor is representing Chaney & Holly Stotts in variance application for access to Goodson Road. Mr. Taylor gave background regarding the property in question and historical building lot restrictions that his client is dealing with.

*Attorney Carlie Foster joined via telephone briefly until service was lost.

Mr. Taylor stated they have been working Canyon County Planning & Zoning in getting the correct lot splits surveyed and correctly recorded. Proposed variance would include needing two current driveways to give up their Goodson Road access and connect and use proposed public road, Charred Oak Drive, provided by variance.

Mr. Taylor stated that due to the lack of future improvement to that section of Goodson Road, allowing this access is the only way for his clients to sell their lots. Mr. Taylor discussed in detail all the obstacles the Stotts are facing in getting this variance approved by the District.

The Board and staff discussed the obstacles that this variance faces to reach ACCHD standards. Engineer Tim Blair stated that there are numerous factors that would need to be addressed including driveway spacing.

Board agrees that the correct response to application for variance would be to deny application as it stands until issues with driveway spacing is addressed. The Board directed Mr. Troxel to get in touch with Attorney Carlie Foster to send letter to the Stotts regarding the Board's decision regarding their variance application. Mr. Blair and Mr. Troxel will work with attorney to outline reasons for denial. **Motion made by Commissioner Tom Sells to direct Attorney Carlie Foster to send letter to Chaney & Holly Stotts denying the application for variance, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ **APPROVE JUB ENGINEERS, INC.'S AGREEMENT FOR PROFESSIONAL SERVICES:**

Secretary/Clerk Genia Watkins stated that JUB Engineers, Inc.'s Agreement for Professional Services is the same as last fiscal year with an amount listed to not exceed for general engineering services. **Motion made by Commissioner Tom Sells to approve and authorize chairman to sign JUB Engineers, Inc.'s Agreement for Professional Services, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ **APPROVE EQUIPMENT LIST FOR SURPLUS:**

Director Lynn Troxel is requesting approval to surplus the following pieces of equipment:

1. 1995 Ford 350
2. 1994 Ford L900
3. 2013 Ram 1500

Director Troxel will be taking the items to Pickett Auctions for their November sale.

Motion made by Commissioner Gary Hickman to approve authorization to surplus equipment listed above, seconded by Commissioner Tom Sells. Motion passed unanimously.

➤ **APPROVE & AUTHORIZE SIGNATURE FOR RURAL PRIORITIZATION WORKGROUP RECOMMENDATION:**

Engineer Tim Blair stated that LHTAC was not accepting applications this year. **Motion made by Commissioner Tom Sells to approve and authorize signature for support of Rural Prioritization Workgroup Recommendation, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

MOJO REPORT:

Director Troxel stated that he met with Canyon Highway District and Golden Gate Highway District to discuss and plan for crushing project this fall. Contract document will be drafted and hopefully be completed by next meeting for approval.

CORRESPONDENCE:

The District received a thank you note from past IAHD communication's director Savannah Renslow for the going away flowers.

PUBLIC INPUT:

None

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

None

NEXT BOARD MEETING:

Next Board meeting is scheduled for October 13, 2020 at 9:00 a.m.

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 11:00 a.m.


CHAIRMAN


CLERK