

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 Tuesday, August 26, 2025 at 9:00 a.m. at the office of the District, 106th 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 Thursday, August 21, 2025 at 4:30 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:

- **FY2024-2025 FIRST AMENDED BUDGET PUBLIC HEARING @ 9:00 A.M.**

Motion made by Commissioner Tom Sells at 9:01 a.m. to open public hearing for FY2024-2025 First Amended Budget, seconded by Commissioner Gary Hickman. Motion passed unanimously.

District Secretary/Clerk Watkins stated that public hearing notice was published in the Idaho Press Tribune on August 15 & 16, 2025. Chairman William Hartman stated that no patrons were in attendance during public hearing.

Motion made by Commissioner Gary Hickman at 9:05 a.m. to close public hearing for FY2024-2025 First Amended Budget, seconded by Commissioner Tom Sells. Motion passed unanimously.

➤ APPROVE RESOLUTION 2025-14; 2024-2025 FIRST AMENDED FISCAL YEAR ANNUAL APPROPRIATION

District Secretary/Clerk Genia Watkins presented the board with Resolution 2025-14, 2024-2025 First Amended Fiscal Year Annual Appropriation. Figures from the resolution are what was published in the paper for public input. **Motion made by Commissioner Gary Hickman to approve Resolution 2025-14 FY 2024-2025 First Amended Fiscal Year Annual Appropriation, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ FY2025-2026 BUDGET PUBLIC HEARING @ 9:15 A.M.

Motion made by Commissioner Tom Sells at 9:16 a.m. to open public hearing for FY2025-2026 Budget, seconded by Commissioner Gary Hickman. Motion passed unanimously.

District Secretary/Clerk Watkins stated that public hearing was published in the Idaho Press Tribune on August 15 & 16, 2025. Chairman William Hartman stated that no patrons were in attendance during public hearing.

Motion made by Commissioner Tom Sells at 9:22 a.m. to close public hearing for FY2025-2026 Amended Budget, seconded by Commissioner Gary Hickman. Motion passed unanimously.

➤ APPROVE RESOLUTION 2025-15; 2025-2026 FISCAL YEAR ANNUAL APPROPRIATION

District Secretary/Clerk Genia Watkins presented the board with Resolution 2025-15, 2025-2026 Fiscal Year Annual Appropriation. Figures from the resolution are what was published in the paper for public input. **Motion made by Commissioner Tom Sells to approve Resolution 2025-15 FY 2025-2026 Annual Appropriation, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ APPROVE & AUTHORIZE SIGNATURE FOR 2025 DOLLAR CERTIFICATION OF BUDGET REQUEST TO BOARD OF COUNTY COMMISSIONERS L-2

District Secretary/Clerk Genia Watkins provided the board with 2025 Dollar Certification of Budget Request to Board of County Commissioners L-2. This report summarizes all of the budget information that was approved, and what property tax revenue the District will be able to levy. **Motion made by Commissioner Tom Sells to approve 2025 Dollar Certification of Budget Request to Board of County Commissioners L-2 and authorize chairman to sign, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ APPROVE FY2026 MOJO BUDGET

FY2026 MOJO Budget has been prepared by Highway District #4 Director, Bruce Bain and has been reviewed by Director Troxel. Figures are in order, and Director Troxel supports approval. **Motion made by Commissioner Gary Hickman to approve & authorize Chairman to sign FY2026 MOJO Budget, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ APPROVE FY2026 MOJO EXTRACTION RATE

Director Troxel stated that Directors approve of keeping the rate the same as last year. **Motion made by Commissioner Gary Hickman to authorize Chairman to accept and sign FY2025 Extraction Rate, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ APPROVE J-U-B SCOPE OF WORK FOR CANYON COUNTY REZONE AND COMPREHENSIVE PLAN AMENDMENT

Director Troxel stated that the agreement with J-U-B Engineers is for the work that will need to be done on the HWY 95 property for re-zone and comprehensive plan amendment work done with Canyon County. **Motion made by Commissioner Tom Sells to approve agreement with J-U-B Engineers, 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. **Motion made by Commissioner Tom Sells to adjourn at 9:29 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.



VICE - CHAIRMAN



CLERK