

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, October 8, 2024, 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 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:

Casey Jensen, Forage Complete

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Thursday, October 5, 2024, at 11:30 a.m. **Motion made by Commissioner Tom Sells to approve the agenda, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

APPROVAL OF BOARD MEETING MINUTES:

District Secretary Watkins provided copies of regular meeting minutes for September 10, 2024, and special meeting minutes for September 18 & 26, 2024, 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 September 11, 2024, through October 8, 2024, were \$607,121.18 and payroll for the same period was \$73,757.99 for a total of \$680,879.17. **Motion made by Commissioner Tom Sells to approve accounts payable and financial statements as drafted, 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:

➤ APPOINT CHAIRMAN OF THE BOARD

Motion made by Commissioner Tom Sells to appoint William Hartman as Chairman of the Board, seconded by Commissioner Gary Hickman. Motion passed unanimously.

➤ APPOINT VICE-CHAIRMAN OF THE BOARD

Motion made by Commissioner Gary Hickman to appoint Tom Sells as Vice-Chairman of the Board, seconded by Commissioner William Hartman. Motion passed unanimously.

➤ APPLICATION TO WAIVE OR VARY SETBACK – FORAGE COMPLETE

Casey Jensen with Forage Complete explained to the Board his desire to build office building within the section line setback in line with Galloway Road. Director Troxel stated that his recommendation would be to preserve that section line in case of future growth. He prefers for Mr. Jensen to build outside of the section line, but he would approve of the request to vary the required setback from 70' to 50'. **Motion made by Commissioner Tom Sells to approve Application to Vary Setback, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ APPROVE NOTICE OF AWARD TO SUCCESSFUL BIDDER AND AUTHORIZE SIGNATURES FOR FY2025 JOINT AGGREGATE CRUSHING PROJECT BID

Bid opening for FY2025 Joint Aggregate Crushing Project was held on October 7, 2024 here at our office. The successful low bidder was Rock Contractors, Inc. from Nampa, Idaho. Director Troxel and Engineer Blair are reviewing bid documents to make sure that all documents are completed and correct. After approval from the Board, District Clerk/Secretary Watkins will send them the Notice to Proceed. **Motion made by Commissioner Tom Sells to approve Notice of Award to Rock Contractors, Inc. and authorize signatures for Agreement for FY2025 Joint Aggregate Crushing Project, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

ACCHD/IAHD REPORT:

Next ACCHD meeting will be October 17, 2024, at 1:30 p.m. at Highway District #4.

MOJO REPORT:

Next MOJO meeting will be October 17, 2024, at 2:30 p.m. at Highway District #4.

ENGINEERS REPORT:

Mr. Blair discussed the attached report.

CORRESPONDENCE:

None

GENERAL MATTERS:

None

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

- **Motion made by Commissioner Tom Sells to go into executive section per I.C. § 74.206 (1) (c) to conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public entity at 9:58 a.m., seconded by Commissioner Gary Hickman. Motion passed unanimously.**

Roll call vote was taken by District Secretary/Clerk Watkins:

William Hartman – Aye
Tom Sells – Aye
Gary Hickman - Aye
Lynn Troxel – Aye
Jay Kiiha – Aye
Tim Blair - Aye
Genia Watkins – Aye

Motion made by Commissioner Gary Hickman to end the executive section at 10:18 a.m., seconded by Commissioner Tom Sells. Motion passed unanimously. No action was taken.

NEXT BOARD MEETING:

The next regular meeting will be November 7, 2024 at 9:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting was adjourned.
Motion made by Commissioner Gary Hickman to adjourn at 10:19 a.m., seconded by Commissioner Tom Sells. Motion passed unanimously.


CHAIRMAN


CLERK