

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, April 11, 2023, at 8:59 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, Engineer Tim Blair, and attorney William Gigray (via telephone)

VISITORS:

None

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Thursday, April 6, 2023, at 12:00 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 minutes for March 14, 2023, for approval. **Motion made by Commissioner Tom Sells to approve minutes of March meeting, 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 March 16, 2023, through April 11, 2023, were \$52,247.82 and payroll for the same period was \$46,157.88 for a total of \$98,405.70. **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 attached report.

- APPROVE STATE/LOCAL AGREEMENT WITH UPRR DEB LANE RRX CLOSURE

No progress has been made since the last meeting. **Motion made by Commissioner Tom Sells to table agreement until next meeting, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

NEW BUSINESS:

- APPROVE FINDINGS OF FACT/CONCLUSIONS OF LAW & ORDER -VARIANCE 2023-01 TOM & LAURIE KING

Motion made by Commissioner Tom Sells to table until next meeting, seconded by Commissioner Gary Hickman. Motion passed unanimously.

- SET FY2024 BUDGET PUBLIC HEARING DATE

Motion made by Commissioner Tom Sells to schedule FY2024 budget public hearing date for August 22, 2023 at 9:00 a.m., seconded by Commissioner Gary Hickman. Motion passed unanimously.

- AUTHORIZE AND APPROVE SECOND BUILD SLOT APPROVAL FOR PETERBILT COOPERATIVE CONTRACT #060920

Director Troxel stated that he is seeking permission to approve second build slot for Peterbilt truck. **Motion made by Commissioner Gary Hickman to authorize Director to accept second build slot for Peterbilt Dealer Quote/Invoice Template Contract # 060920 for cooperative purchase pursuant to Idaho Code Section 67-2807, seconded by Commissioner Tom Sells.** Motion passed unanimously.

- APPROVE RESOLUTION 2023-01 DECLARATION OF ELECTION OF COMMISSIONER

District Secretary/Clerk Watkins stated that only one candidate filed a petition for candidacy, Tom Sells. **Motion made by Commissioner Gary Hickman to approve Resolution 2023-01 Declaration of Election of Commissioner, seconded by Commissioner William Hartman.** Motion passed unanimously.

ACCHD/IAHD REPORT:

Next ACCHD meeting will be April 20, 2023 at 1:30 p.m. Location will be at the Notus Parma Highway District Meeting Room followed by the MOJO meeting.

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MOJO REPORT:

None

ENGINEERS REPORT:

Engineer Tim Blair discussed the attached report.

CORRESPONDENCE:

None

GENERAL MATTERS:

Attorney William Gigray gave summary of all legislative updates that affect highway districts.

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

None

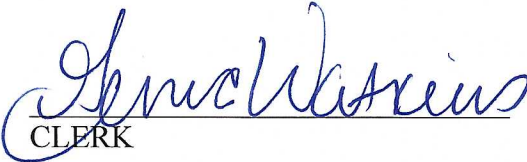
NEXT BOARD MEETING:

Next regular board meeting is scheduled for May 9, 2023, at 9:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, meeting is adjourned. **Motion made by Commissioner Tom Sells to adjourn at 10:32 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.


CHAIRMAN


CLERK