

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 12, 2022, at 9:04 p.m. at the office of the District, 106th S. 4th Street, Parma, Idaho.

PRESENT:

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

VISITORS:

None

APPROVAL OF AGENDA:

Secretary/Clerk Watkins reported that the original agenda was posted on Thursday, April 7, 2022, at 1:05 a.m. **Motion made by Commissioner Tom Sells to approve agenda, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

APPROVAL OF BOARD MEETING MINUTES:

Secretary/Clerk Watkins provided copies of March 8, 2022, regular meeting minutes for approval. **Motion made by Commissioner Tom Sells to approve minutes, 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 March 9, 2022, through April 12, 2022, were \$66,316.00 and payroll for the same period was \$41,111.98 for a total of \$107,427.98. **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 & STREET REPORT

Director Lynn Troxel discussed attached report. Director Troxel gave a summary on project on Boise River Road as well as Stafford Road bridge.

Union Pacific Railroad has met with all agencies involved at the Deb Lane crossing and will be recommending closure. They will be sending us information regarding options.

Hexon Road bridge has been added to the available bridges that can be available for bridge funding through the Leading Idaho Local Bridge Program. Director Troxel will work on the application.

➤ APPROVE RESOLUTION 2022-03 ADOPT POLICY CODE

District Secretary/Clerk Genia Watkins stated that the draft had been reviewed by Attorney William Gigray and any additional suggestions that he had, have been accepted.

Motion made by Commissioner Gary Hickman to Approve Resolution 2022-03 Adopt Policy Code, seconded by Commissioner Tom Sells. Motion passed unanimously.

➤ DISCUSS & APPROVE LOADER OPTIONS

Director Troxel stated his recommendation for the loader options moving forward would be to purchase one CAT Loader that the District has been leasing and to enter into a seven (7) year municipality lease with John Deere for a 644P wheel loader. **Motion made by Commissioner Tom Sells to authorize Chairman to sign lease documents with John Deere for 2022 JD 644P Wheel Loader, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

NEW BUSINESS:

➤ SET FY2023 BUDGET PUBLIC HEARING DATE

Motion made by Commissioner Tom Sells to set FY2023 Budget Public Hearing for August 16, 2022, at 8:30 a.m., seconded by Commissioner Gary Hickman. Motion passed unanimously.

➤ DISCUSS ADOPTION OF OFFICIAL DISTRICT MAP

District Secretary/Clerk Watkins stated that the District's official map is outdated. Mrs. Watkins will work with Attorney Jay Kiiha as well as engineer Tim Blair on getting a resolution ready for the next regular meeting.

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ACCHD/IAHD REPORT:

Next meeting will be held here, at the District Meeting room on April 21, 2022, at 1:30 p.m.

MOJO REPORT:

Next meeting will be held here, at the District Meeting room on April 21, 2022, at 2:30 p.m.

CORRESPONDENCE:

Mrs. Watkins stated that IAHD will be hosting the Regional Meeting on May 3, 2022, at 11:00 a.m.

Engineer Tim Blair stated that he had one review for TV Renewables on Shelton Road regarding rezone conditions.

Attorney William F. Gigray sent memo regarding new legislation that would affect property tax income.

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 10, 2022, 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 10:19 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.


CHAIRMAN


CLERK