

## **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, August 10, 2021 at 9:02 a.m. at the office of the District, 106<sup>th</sup> S. 4th Street, Parma, Idaho.

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

### **PRESENT:**

Commissioners William Hartman, Tom Sells, Gary Hickman, Director of Highways Lynn Troxel, Secretary/Clerk Genia Watkins, and Attorney Carlie Foster.

### **VISITORS:**

Afton Knickerbocker

### **APPROVAL OF AGENDA:**

Secretary/Clerk Watkins reported that the agenda was posted on Thursday, August 5, 2021 at 9:20 a.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 July 13, 2021 regular 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 July 14, 2021, through August 10, 2021, were \$247,351.93 and payroll for the same period was \$36,907.88 for a total of \$284,259.81. **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 summarized the attached report. Director Troxel also stated that he has some new pieces of shop equipment on order to upgrade some items.

➤ FY2022 BUDGET WORKSHOP – CONTINUED

District Secretary/Clerk Genia Watkins updated the Commissioners on adjusted income and expense figures related to FY2022 draft budget. Budget public hearing will be held on August 24, 2021 at 8:00 a.m.

**NEW BUSINESS:**

➤ VARIANCE 2021-03; AFTON KNICKERBOCKER @ 9:20 A.M.

Chairman Bill Hartman introduced patron Afton Knickerbocker. Director Lynn Troxel gave a summary on Variance 2021-03 and what Mr. Knickerbocker is requesting the variance for. Mr. Troxel is suggesting that Mr. Knickerbocker abandon the current driveway and construct a shared driveway within the ACCHD standard driveway spacing. Mr. Knickerbocker would like to use the existing driveway, even though it does not meet spacing requirements. **Motion made by Commissioner Tom Sells to deny Afton Knickerbocker's Request for Variance 2021-03, seconded by Commissioner Gary Hickman.** Motion passed unanimously. Director Troxel directed Mr. Knickerbocker to come back to the office to get paperwork for administrative land division approval.

➤ VARIANCE 2021-02; DANIEL ROBERTS @ 9:35 A.M.

Director Lynn Troxel discussed Mr. Daniel Roberts' request for variance 2021-02. Mr. Roberts' request is to have access to his property in a location that does not meet 2017 ACCHD standards. If the District were to deny the variance, Mr. Roberts would not have access to his property. **Motion made by Commissioner Tom Sells to approve Daniel Roberts' Request for Variance 2021-02 with conditions of approval as determined in comments, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ APPROVE FY2022 BUDGET HEARING PUBLICATION

District Secretary/Clerk Genia Watkins provided the board with copy of budget hearing publication for Idaho Press Tribune. Information in the publication is pulled from the budget figures that have been previously discussed. **Motion made by Commissioner Tom Sells to FY2022 Budget Hearing Publication, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

**ACCHD REPORT:**

None.

*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.*

**MOJO REPORT:**

Director Lynn Troxel stated that crushing project has been completed at MOJO.

**CORRESPONDENCE:**

District Secretary/Clerk Genia Watkins mentioned that the open heavy equipment operator position was posted in the Idaho Press Tribune, NPHD website, and the IAHD website.

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

None

**NEXT BOARD MEETING:**

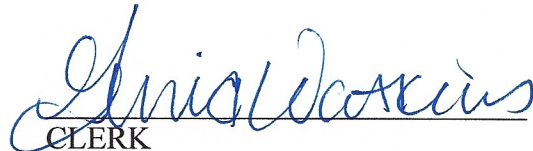
Public Hearing for FY2022 Budget will be held on August 24, 2021 at 8:00 a.m. Next regular board meeting is scheduled for September 14, 2021 at 9:00 a.m.

**ADJOURNMENT:**

With no further business to come before the Commissioners, the meeting was adjourned at 10:36 a.m.

\*After adjournment, Attorney Carlie Foster notified the Chairman and Board that she would be resigning her position as the district's attorney. She will be closing her private practice. She will assist in the transition to find a replacement.

  
CHAIRMAN

  
CLERK