

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 13, 2024, at 9:02 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:

None

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Thursday, August 8, 2024, at 3:00 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 meeting minutes for July 10, 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 July 11, 2024, through August 13, 2024, were \$82,806.25 and payroll for the same period was \$48,743.50 for a total of \$131,549.75. **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:

➤ **FY2025 MOJO BUDGET APPROVAL**

Director Troxel stated that the figures have not been adjusted correctly. Approval will be tabled until next meeting.

➤ **FY2025 MOJO CRUSHING PROJECT**

Director Troxel discussed partnering with Golden Gate Highway District No. 3 for MOJO Joint Crushing Project. Initially, this crushing project was going to also have Highway District No. 4 included as well. Both Director Troxel and Director Watkins believe it would be in the best interest of respective Districts to partner and crush together. **Motion made by Commissioner Gary Hickman to authorize Director Lynn Troxel to proceed with FY2025 Joint Crushing Project with Golden Gate Highway District No. 3, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ **APPROVE FINDINGS OF FACTS/CONCLUSIONS OF LAW & ORDER FOR VARIANCE 2024-04 IDEAL PROPERTY OPTIONS, LLC – FARMWAY ROAD**

Attorney Jay Kiiha drafted document based on Engineer Blair's recommendations to allow applicant to place new driveway at 135' spacing located on the west side of Farmway Road, across from the Farmway Village approach. The new residential approach will be subject to less than 50 vehicle trips per day or five (5) trips in the peak hour (two-way total). **Motion made by Commissioner Gary Hickman to approve Findings of Fact/Conclusions of Law-and-Order Granting Variance subject to condition for Variance 2024-04 Ideal Property Options, LLC, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ **SET NOVEMBER 2024 REGULAR MEETING DATE FOR NOVEMBER 7, 2024**

District Secretary/Clerk gave suggested dates for November meeting due to conflicts of schedule. **Motion made by Commissioner Tom Sells to move November Regular Meeting date to November 7, 2024 at 9:00 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ **APPROVE LIFE FLIGHT MEMBERSHIPS FOR 2025**

District Secretary/Clerk Watkins stated that she would like authorization to sign and pay the FY2025 Life Flight Memberships for all employees. **Motion made by Commissioner Tom Sells to approve FY2025 Life Flight Memberships, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ **AUTHORIZE CHAIRMAN SIGNATURE & ACCEPT STADIUM SUBDIVISION NO. 2 PHASE 1 FINAL PLAT**

Engineer Tim Blair stated that all comments have been addressed and he approves of acceptance & signatures. **Motion made by Commissioner Gary Hickman to authorize Chairman signature for Stadium Subdivision No 2 Phase 1 Final Plat, seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ **DISCUSS & AUTHORIZE PURCHASE OF TRAIL KING UTILITY TRAILER**

Director Troxel stated that the District has a need for a utility trailer to use for hauling small equipment and pipe. With our equipment trailer on order, the District is left without a trailer to transport anything. **Motion made by Commissioner Gary Hickman to authorize purchase of Trail King TKT16U Tilt Utility Trailer per Sourcewell Contract ID#092922-TKI, seconded by Commissioner Tom Sells.** Motion passed unanimously.

ACCHD/IAHD REPORT:

None

MOJO REPORT:

None.

ENGINEERS REPORT:

Mr. Blair discussed current projects that he has been working on for the District including Hexon Road bridge update and Notus Road RR crossing repairs. Mr. Blair will be putting together a project for Market Road rebuild. He will use this project to submit over the next few years to get a better standing for funding in the future.

Director Troxel stated that the District has seen agency notice of a possible land split on Hurtz Road that would mean an additional 5 homes.

CORRESPONDENCE:

Director Troxel stated that Larry Rincover has been in contact with all landowners that the District is needing ROW from for Hexon Road bridge project.

GENERAL MATTERS:

None

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

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.

None

NEXT BOARD MEETING:

Special Meeting will be August 27, 2024 at 9:00 a.m., and next regular meeting will be September 10, 2024 at 9:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting is adjourned. **Motion made by Commissioner Tom Sells to adjourn at 10:18 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.

CHAIRMAN

A handwritten signature in blue ink, reading "William J. Hartman", written over a horizontal line.

CLERK

A handwritten signature in blue ink, reading "Shenequa Watkins", written over a horizontal line.