

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, February 9, 2021 at 3:01 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, Attorney Carlie Foster, and JUB Engineer Tim Blair.

VISITORS:

Mayor David Porterfield, City of Notus
Will Bradley

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

APPROVAL OF AGENDA:

Secretary/Clerk Watkins reported that the agenda was posted on Thursday, February 4, 2021 at 3:20 p.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 January 12, 2021 regular meeting 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 January 13, 2021 through February 9, 2021 were \$53,738.24 and payroll for the same period was \$36,432.08 for a total of \$90,170.32. **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:

Director Lynn Troxel stated that he had received a phone call regarding sight distance on Shelton traveling south towards HWY95. There are concerns with trees affecting travelers' vision that possibly need remedied. Director Lynn Troxel will work with attorney Carlie Foster on the best way to treat this situation.

OLD BUSINESS:

➤ ROAD & BRIDGE REPAIR MAINTENANCE:

Director Troxel discussed the attached report. Crew has continued doing culvert inspections. Culverts with a critical rating will be replaced as soon as weather permits. There is a cluster of culverts under Roswell Road that Director Troxel is determining the best way to address their issues. Residents near Notus Road bridge, Notus Idaho would like the District to put a gate up to keep out transients that are building fires under the bridge. Discussion will be had with all property owners that use that access.

NEW BUSINESS:

➤ WILL BRADLEY APPLICATION TO WAIVE OR VARY SETBACK

Director Lynn Troxel stated that patron Will Bradley would like the District to approve application to waive or vary a setback. Mr. Bradley is remodeling his current residence, and to do so, will encroach 6 feet within the setback requirement. Commissioners agree that there are no future plans to widen Willis Road further, Director Lynn Troxel does not have any objections. **Motion made by Commissioner Tom Sells to approve Will Bradley's Application to Waive or Vary a Setback on Willis Road, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ MUTUAL COOPERATION AGREEMENT WITH CITY OF NOTUS

Mayor David Porterfield from the City of Notus addressed the Board. The City of Notus needs assistance to chip seal and micro seal a portion of their roads. Cost estimates have been gathered by Mayor Porterfield. The City of Notus is prepared to pay for the work that would be done. Director Lynn Troxel stated that some of the work that the City is asking for assistance with, is not something the District would be able to do. Director Lynn Troxel will get in contact with Mr. Porterfield to tour the roads that need attention. **Motion made by Commissioner Tom Sells to table Mutual Cooperation Agreement with City of Notus until March 9, 2021 meeting, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ VACATION OF ROCKY ROAD PUBLIC ROW

Director Lynn Troxel stated that patron has contacted him about the process of getting the public right of way North of Rocky Road vacated. The District does not currently have an approved form to give patrons to apply with the District for this type of request. ACCHD Standards and Idaho code outline the steps for this process. Form has been drafted for review and will need to be approved by Commissioners before Director Troxel can give it to patron.

ACCHD REPORT:

None

MOJO REPORT:

Contractor has started first phase of crushing project at MOJO Pit.

CORRESPONDENCE:

Engineer Tim Blair stated he received correspondence from Canyon County Development Services regarding new subdivision off HWY 20-26 across the road from Wagner. Access will be onto HWY 20-26, no District roads. Mr. Blair also addressed Caldwell Housing Authority's request for input on addition of RV Park at their Farmway Village housing location. Mr. Blair requested a traffic study to be done and he will analyze the data to determine the Districts' conditions of approval. Mr. Blair also reported that he had met with Mr. Jay Gibbons and his engineers regarding proposed sub-division off Goodson Road and requested additional information from them. They will get back to him with that information.

Attorney Carlie Foster provided draft letter to send to residents on Klahr Road regarding public right of way issues. Commissioners previously requested letter sent on the District's behalf.

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

None

NEXT BOARD MEETING:

Next Board meeting is scheduled for March 9, 2021 at 3:00 p.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting was adjourned at 4:38 p.m.


CHAIRMAN


CLERK