

## **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, January 12, 2021 at 3:00 p.m. at the office of the District, 106<sup>th</sup> 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:**

Dennis Jones

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

### **APPROVAL OF AGENDA:**

Secretary/Clerk Watkins reported that the revised agenda was posted on Monday, January 11, 2021 at 10:10 a.m. **Motion made by Commissioner Tom Sells to approve revised agenda as posted, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

### **APPROVAL OF BOARD MEETING MINUTES:**

Secretary/Clerk Watkins provided copies of December 8, 2020 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 December 9, 2020 through January 12, 2021 were \$88,632.18 and payroll for the same period was \$55,107.76 for a total of \$143,739.94. **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. Crew has been conducting culvert inspections. Director Troxel provided excel spreadsheet that has the pipes that have been inspected listed by condition, with the worst ones listed at the top. Crew will begin working on replacing those as soon as weather permits.

## **NEW BUSINESS:**

### ➤ BRAD JENSEN APPLICATION TO WAIVE OR VARY SETBACK

Applicant Brad Jensen has completed the application for waive the setback for parcel ID R38229010. Nearest cross roads are Stafford Road, and Hollow Road. Director Lynn Troxel stated that he did not foresee any problems with Mr. Jensen's request. **Motion made by Commissioner Gary Hickman to approve Brad Jensen's Application to Waive or Vary Setback, seconded by Commissioner Tom Sells.** Motion passed unanimously.

### ➤ APPROVE KIMBER RIDGE SUBDIVISION FINAL PLAT

Director Lynn Troxel stated that Mr. Dennis Jones has been working with him and Tim Blair on conditions of approval for Kimber Ridge final plat. Mr. Blair reviewed the plans and approved that the conditions have been satisfied. **Motion made by Commissioner Tom Sells to approve Kimber Ridge Subdivision final plat, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

## **ACCHD REPORT:**

Next meeting will be held at Nampa Highway District, January 21, 2021 at 1:30 p.m. Meeting will be held via Zoom.

## **MOJO REPORT:**

Meeting will be held on January 21, 2021 following the ACCHD meeting. Meeting will be held via Zoom.

## **CORRESPONDENCE:**

Secretary/Clerk Genia Watkins stated that she received information from Canyon County Clerk regarding upcoming election for sub-district #1 and sub-district #3. Election date is May 18, 2021.

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

**Motion made by Commissioner William Hartman at 3:37 p.m. to go into executive session under Idaho Code §74-201 (1) (d) *To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code*, seconded by Commissioner Tom Sells. Motion passed unanimously.**

**Roll Call:**

- Chairman William Hartman – Here
- Commissioner Gary Hickman – Here
- Commissioner Tom Sells – Here
- Director Lynn Troxel – Here
- Secretary/Treasurer Genia Watkins – Here
- Attorney Carlie Foster - Here

**Motion made by Commissioner Gary Hickman at 3:44 p.m. to come out of executive session, seconded by Commissioner Tom Sells. Motion passed unanimously.**

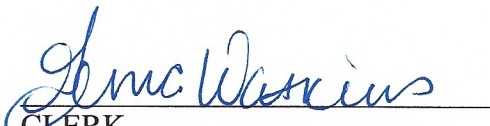
**NEXT BOARD MEETING:**

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

**ADJOURNMENT:**

With no further business to come before the Commissioners, the meeting was adjourned at 3:45 p.m.

  
CHAIRMAN

  
CLERK