

*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, January 9, 2024, at 9:00 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 the Pledge of Allegiance.*

### **PRESENT:**

Commissioners William Hartman and Gary Hickman, Director of Highways Lynn Troxel, District Secretary/Clerk Genia Watkins, Attorney Jay Kiiha, (via telephone) and Engineer Tim Blair

### **VISITORS:**

Destiny Platt

### **APPROVAL OF AGENDA:**

District Secretary Watkins reported that the original agenda was posted on Thursday, January 5, 2024 at 11:00 a.m. **Motion made by Commissioner Gary Hickman to approve agenda, seconded by Commissioner William Hartman.** Motion passed unanimously.

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

District Secretary Watkins provided copies of regular meeting minutes for December 12, 2023, for approval. **Motion made by Commissioner Gary Hickman to approve minutes, seconded by Commissioner William Hartman.** Motion passed unanimously.

### **PUBLIC INPUT:**

None

*\*Chairman Hartman moved to New Business*

### **NEW BUSINESS:**

- **DISCUSS EASEMENT ISSUE FOR DESTINY PLATT GOODSON ROAD ACCESS**

Property owner Destiny Platt presented the Board with information regarding her parcel located on Goodson Road and the access issues she is facing. Initial access approach was issued from Indecision Lane, and Mrs. Platt would like to access from Goodson Road. The easement from Goodson Road is owned by the Bureau of

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Reclamation, the District does not have jurisdiction to issue an access permit to use their easement. Director Troxel will work with Engineer Tim Blair and Attorney Jay Kiiha to determine how best to proceed.

*\*Chairman Hartman moved to Old Business*

#### **OLD BUSINESS:**

- PET LANE

Attorney Jay Kiiha has drafted a letter to send to property owners at Pet Lane providing them with the survey documents that J-U-B Engineers, Inc. prepared.

*\*Chairman Hartman moved back to Treasurer's Report*

#### **TREASURER'S REPORT & BOARD APPROVAL OF BILLS:**

District Secretary Watkins provided copies of financial reports for discussion. Expenses for December 13, 2023, through January 9, 2024, were \$60,791.46 and payroll for the same period was \$48,355.99 for a total of \$109,147.45. **Motion made by Commissioner Gary Hickman to approve accounts payable and financial statements as drafted, seconded by Commissioner William Hartman.** Motion passed unanimously.

#### **CONTINUED OLD BUSINESS:**

- ROAD/BRIDGE REPAIR & MAINTENANCE

Director Troxel discussed the attached report. A spreader for the back of a pickup was acquired from Highway District #4. Director Troxel will be ordering a truck load of salt to be used for troubled spots throughout the District during snow/ice season.

#### **CONTINUED NEW BUSINESS:**

- AUTHORIZE CHAIMAN SIGNATURE EDENBROOK ESTATES PLAT

Engineer Tim Blair reviewed the plat and advised that all conditions have been met. **Motion made by Commissioner Gary Hickman to authorize Chaiman to sign mylar for Edenbrook Estates Plat, seconded by Commissioner William Hartman.** Motion passed unanimously.

#### **ACCHD/IAHD REPORT:**

Next ACCHD meeting will be held on January 18, 2024 at 1:30 p.m. and Nampa Highway District #1. IAHD's Day at the Capitol will be held on January 30, 2024. Commissioner Hartman will attend.

#### **MOJO REPORT:**

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Next MOJO meeting will be held on January 18, 2024 at 2:30 p.m. at Nampa Highway District #1.

**ENGINEERS REPORT:**

Engineer Tim Blair discussed current projects that he has been working on.

**CORRESPONDENCE:**

None

**GENERAL MATTERS:**

None

**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 February 13, 2024, at 9:00 a.m.

**ADJOURNMENT:**

With no further business to come before the Commissioners, the meeting is adjourned. **Motion made by Commissioner Gary Hickman to adjourn at 10:22 a.m., seconded by Commissioner William Hartman.** Motion passed unanimously.

  
CHAIRMAN

  
CLERK