

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, June 8, 2021 at 8:59 a.m. at the office of the District, 106th 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, Attorney Carlie Foster, and JUB Engineer Tim Blair.

VISITORS:

John & Cindy Carpenter
Ed Leavitt
Jerry Payne

APPROVAL OF AGENDA:

Secretary/Clerk Watkins reported that the agenda was posted on Thursday, June 3, 2021 at 9:45 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 May 11, 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 May 12, 2021, through June 8, 2021, were \$104,983.10 and payroll for the same period was \$36,801.82 for a total of \$141,784.92. **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 Lynn Troxel summarized the attached report. Will need to hold public hearing to surplus Mack trucks no longer needed.

➤ VARIANCE 2021-01; JOHN & CINDY CARPENTER - CONTINUED

Discussion was continued on John & Cindy Carpenter's application for variance for French Road. Director Troxel's opinion is to deny the application and require the driveway spacing to remain in compliance with ACCHD driveway standards. Mr. Carpenter reiterated that he is requesting variance to accommodate new driveway to keep peace with the neighbors. His preference to have driveway spacing adjusted is so that his field is not losing farmable ground and, in his opinion, less of a nuisance to neighbor with adjoining property. Commissioner Hickman stated that he prefers that the District stays within ACCHD standards to provide uniformity throughout the District. Engineer Tim Blair stated that he would recommend staying within the ACCHD driveway spacing standards. **Motion made by Commissioner Gary Hickman to deny Variance 2021-01 John & Cindy Carpenter, seconded by Commissioner Tom Sells.** Motion passed unanimously.

NEW BUSINESS:

➤ GRAVEL LANE RIGHT OF WAY

Patron Jerry Payne represents Caldwell Gun Club of 21840 Pond Lane, Caldwell, Idaho. Mr. Payne is in a dispute with neighbor who owns Canyon Springs RV Resort. Discussion was being held regarding building a berm between properties to accommodate noise control. Mr. Payne would like clarification from the District on the ROW boundaries so that he can mediate location of berm. Director Lynn Troxel stated that Mr. Payne provided a title report for property in question, and it appears that the ROW is 30'. Idaho Power Company's poles and lines are within that distance. He feels that recommending area outside of power poles is well outside of the District's ROW. Commissioner's directed Attorney Carlie Foster to draft letter clarifying the location of the berm in correlation with the District's right of way for Gravel Lane. Letter will be ready for Mr. Payne by Thursday. **Motion made by Commissioner Tom Sells to send letter of support for Caldwell Gun Club, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ EMPLOYEE BENEFIT PACKAGE

Secretary/Clerk Genia Watkins stated that adding Life Flight Network annual membership to employee's benefit package would benefit all employees. Due to the nature of work that the crew is doing, and the cost of one accident that needed Life Flight transport, is a great membership to have. Cost of membership per employee is \$69 for a total cost per year of \$828. **Motion made by Commissioner Gary Hickman to add**

Life Flight Network coverage for all employees beginning October 1, 2021, seconded by Commissioner Tom Sells. Motion passed unanimously.

➤ **FY2022 BUDGET WORKSHOP**

Secretary/Clerk Genia Watkins provided commissioners with first draft of FY2022 budget. Figures from Canyon County Assessor have not been finalized yet, changes in the homeowner exemption increase will directly affect property tax income. Income figures will be adjusted as more information becomes available. Director Troxel stated that the District has been trying to increase wages to be more uniform with similar sized highway districts. Mr. Troxel is requesting 12% COLA for FY2022. Mr. Troxel also stated that he would like to see the Assistant Director and District Secretary/Clerk's wages be the same due to the responsibilities that both positions have. The budget will support this change. Commissioner Hartman agrees that to be competitive with private construction business, the District needs to have wages reflect that.

Discussion was continued regarding increase of insurance costs being built into the budget as well as increase of facility costs and convention. Director Troxel talked about operational costs including Stafford Road bridge replacement and new equipment.

Discussion was held regarding what projects could be added into the schedule.

➤ **REVIEW & AUTHORIZE PURCHASE OF 2022 KENWORTH WATER TRUCK**

Director Lynn Troxel proposes purchase of 2022 Kenworth Water Truck. This would mean the District would have a designated water truck and would not have to continue fixing the current water tank. With upcoming major construction and projects scheduled, this would be extremely beneficial to have a better solution for dust abatement. Director Troxel suggests approving Kenworth Sales proposal of 2022 Kenworth T470 truck model for purchase price of \$188,806. This purchase would be a 20-25 year truck usage if not longer. **Motion made by Commissioner Tom Sells to approve purchase of 2022 Kenworth T470 Truck Model for purchase price of \$188,806, seconded by Commissioner Gary Hickman. Motion passed unanimously.**

ACCHD REPORT:

None

MOJO REPORT:

Crushing is still in progress.

CORRESPONDENCE:

IAHD Scholarship Fund sent a congratulation letter for Abigail Troxel on receiving a scholarship for 2021-2022 academic year. Yay!

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.

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

None


NEXT BOARD MEETING:

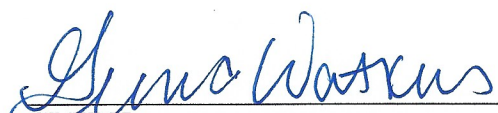
Special Meeting for public hearing on surplus equipment is tentatively scheduled for June 30, 2021 at 9:00 a.m.

Next regular board meeting is scheduled for July 13, 2021 at 9:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting was adjourned at 10:53 a.m.


CHAIRMAN


CLERK