

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, May 10, 2022, at 9:03 a.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, Engineer Tim Blair, and Attorney Jay Kiiha.

VISITORS:

Dennis Jones
Jay Gibbons
Mike Conklin

APPROVAL OF AGENDA:

Secretary/Clerk Watkins reported that the original agenda was posted on Thursday, May 5, 2022, at 1:00 p.m. **Motion made by Commissioner Tom Sells to approve agenda, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

APPROVAL OF BOARD MEETING MINUTES:

Secretary/Clerk Watkins provided copies of regular minutes for April 12, 2022, and special meeting minutes on April 12, 2022, and April 21, 2022, for approval. **Motion made by Commissioner Tom Sells to approve minutes, 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 April 13, 2022, through May 10, 2022, were \$81,400.74 and payroll for the same period was \$41,111.98 for a total of \$122,512.72. **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 discussed attached report. Director Troxel gave a summary on the project on Boise River Road as well as Stafford Road bridge. Director Troxel stated that survey was completed on unpaved section of Hurtz and Stubb.

NEW BUSINESS:

➤ KIMBER RIDGE SUBDIVISION NO. 2

Dennis Jones, developer for Kimber Ridge Subdivision No. 2, has met all the requirements per A.C.C.H.D. standards. Engineer Tim Blair and Director Troxel both state that they have no concerns. **Motion made by Commissioner Tom Sells to authorize Chairman Hartman to sign Maintenance Bond, Financial Guarantee, and mylar for Kimber Ridge Subdivision No. 2, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ GOODSON ROAD IMPROVEMENTS

Engineer Tim Blair gave summary of Stadium Development's conditions of approval from Canyon County. Options for Goodson Road improvements were discussed including additional signage as well as realignment of specific curve. At the direction of the board, Director Troxel will do some research on the logistics of the realignment. Engineer Tim Blair will investigate the costs of both options.

➤ APPROVE APPLICATION FOR LILB PROGRAM & MOU (RES 2022-04) FOR HEXON ROAD BRIDGE

Director Troxel presented the board with the LILB Program Application for Hexon Road bridge. Additional documents needed to submit with the application are Memorandum of Understanding including Resolution 2022-04 in support of application. Discussion was held regarding the process of the program and funding options. **Motion made by Commissioner Tom Sells to authorize Chairman Hartman to sign Leading Idaho Local Bridge Program 2022 Application, Memorandum of Understanding, and Resolution 2022-04, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ DEB LANE RR CROSSING CLOSURE

Director Troxel stated that Union Pacific Railroad has provided the District with a letter of their findings regarding the Deb Lane crossing near HWY 95. It is of the opinion of UPRR to close the crossing permanently. They are providing the District with two options in order to do so. **Motion made by Commissioner Gary Hickman to authorize Director Troxel to work in cooperation with UPRR with the closing of Deb Lane RR**

Crossing, Option 1, seconded by Commissioner Gary Hickman. Motion passed unanimously.

➤ **APPROVE NON-EXCLUSIVE PRIVATE SANITARY SEWER EASEMENT – U of I LANE**

Director Troxel has been working with University of Idaho on sewer easement for U of I Lane. The University will be connecting to the City of Parma from their facilities. Attorney Jay Kiiha and Engineer Tim Blair have both reviewed and approved the easement. **Motion made by Commissioner Tom Sells to authorize Chairman Hartman to sign Non-Exclusive Private Sanitary Sewer Easement, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ **CALDWELL URBAN RENEWAL DISTRICT**

District Secretary/Clerk Genia Watkins discussed options that the District has in either opting out, or into the North Caldwell Urban Renewal District. **Motion made by Commissioner Tom Sells to direct Attorney to draft letter to City of Caldwell opting out of agreement with urban renewal agency, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

ACCHD/IAHD REPORT:

IAHD hosted Regional Meeting in Caldwell on May 3, 2022. Legislative updates were given as well as presentations on LILB Program Applications and upcoming convention November 14-17, 2022.

MOJO REPORT:

None

CORRESPONDENCE:

Engineer Tim Blair stated that he worked on Edenbrook Estates short plat, Farmway/HWY 44 property development, lot split for Market Road property, and Stadium Subdivision phase 1 construction plans.

Commissioner Tom Sells stated that he had a phone call from a patron regarding a driveway issue on Klahr Road public ROW. The issue has already been researched by the District's attorney, and letter was sent a year ago.

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

None

NEXT BOARD MEETING:

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.

Next regular board meeting is scheduled for June 14, 2022, at 9:00 a.m. Special meeting is scheduled for May 12, 2022, at 11:30 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, meeting is adjourned. **Motion made by Commissioner Tom Sells to adjourn at 11:12 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.


CHAIRMAN


CLERK