

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, November 8, 2022, 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 the Pledge of Allegiance.*

PRESENT:

Commissioners William Hartman, Tom Sells and Gary Hickman, Director of Highways Lynn Troxel, Secretary/Clerk Genia Watkins, Engineer Tim Blair, and attorney William Gigray (via teleconference)

VISITORS:

Winston Goss, Shandro Group

APPROVAL OF AGENDA:

Secretary/Clerk Watkins reported that the original agenda was posted on Thursday, November 3, 2022, at 11:20 a.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 October 11, 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 October 12, 2022, through November 8, 2022, were \$64,573.54 and payroll for the same period was \$45,692.25 for a total of \$110,265.79. **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 attached report.

➤ DISCUSS & APPROVE 2023 EMPLOYEE HEALTH BENEFITS

Winston Goss with Shandro Group presented the board with options to renew health insurance benefits for the district. Health insurance and life insurance will have an increase, but dental and vision will remain the same. With insurance increase, the district buydown will increase by \$1,000. **Motion made by Commissioner Tom Sells to approve all benefits be renewed as discussed, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

NEW BUSINESS:

➤ DISCUSS SUPPORT OF ACCHD LETTER TO IAHD

District Secretary/Clerk Watkins summarized the letter's importance with the board. Legislative changes would affect how highway district's share funds with cities that lie within their boundaries. Attorney William Gigray shared more details regarding Idaho Code in regard to general and special levy requirements. **Motion made by Commissioner Tom Sells to authorize chairman to sign letter of support, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ DISCUSS CAT 950 M LOADER OPTIONS

Director Troxel stated that it had been brought to his attention that the CAT loader that the district would be returning to Western States was worth more than what was being offered. Director Troxel received figures from Western States as well as Coastline Equipment for buy back price of CAT loader. Discussion was held regarding the best option for the district. Attorney Gigray stated that he believed the best option would be to go with Western States since the lease was originated with them. **Motion made by Commissioner Tom Sells to continue with Western States to offer one CAT loader from Contract #001-0899980-000, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ DISCUSS & APPROVE PURCHASE OF CD AT ICCU

District Secretary/Clerk Watkins stated that rates at Idaho Central Credit Union are great right now, more than the district is receiving at Sunwest Bank or the State LGIP Savings account. **Motion made by Commissioner Tom Sells to certify \$3,000,000 as investment from capital reserves and to purchase an 18 month certificate of deposit with ICCU for that amount, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ 2022 HOLIDAY COMPENSATION

Director Troxel stated that he is requesting employees are rewarded their holiday compensation this week so that they can get their holiday shopping started. **Motion**

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made by Commissioner Tom Sells to approve holiday compensation at 24 hours, seconded by Commissioner Gary Hickman. Motion passed unanimously.

➤ APPROVE REGULAR MEETING SCHEDULE

District Secretary/Clerk Watkins stated that the schedule is set for second Tuesday of each month, 9:00 a.m. at the District Meeting Room. **Motion made by Commissioner Tom Sells to approve regular meeting schedule, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

ACCHD/IAHD REPORT:

None

MOJO REPORT:

None

ENGINEERS REPORT

Engineer Tim Blair discussed the attached report.

CORRESPONDENCE:

District Secretary/Clerk Watkins provided the commissioners with convention information for the following week.

Mrs. Watkins is in the process of responding to public records request from the City of Nampa.

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 December 13, 2022, at 9:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, meeting is adjourned. **Motion made by Commissioner Tom Sells to adjourn at 10:43 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.


CHAIRMAN


CLERK