

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, September 12, 2023, 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, District Secretary/Clerk Genia Watkins, Attorney Jay Kiiha (via telephone), and Engineer Tim Blair

VISITORS:

Ben Waltenberger	Eva Jo Miller	Jodi Lausen	Brandi Philpott
Ray Miller	Starleen Bennett	Jeffrey Bennett	

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Thursday, September 7, 2023, at 12:15 p.m. **Motion made by Commissioner Tom Sells to approve agenda, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

APPROVAL OF BOARD MEETING MINUTES:

District Secretary Watkins provided copies of regular minutes for August 8, 2023, and special meeting minutes for August 22, 2023 for approval. **Motion made by Commissioner Tom Sells to approve minutes of June meeting, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

TREASURER'S REPORT & BOARD APPROVAL OF BILLS:

District Secretary Watkins provided copies of financial reports for discussion. Expenses for August 9, 2023, through September 12, 2023, were \$81,217.79 and payroll for the same period was \$45,995.45 for a total of \$127,213.24. **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:

Director Troxel gave summary of Pet Lane right of way issues happening with patrons. Director Troxel ordered title reports on properties in question, the results from the title reports do not go back to property inception. Patron Ray Miller stated that the road was relocated due to a flood

and all neighbors at the time agreed that this was the best thing to do. The timeframe is unclear, but before 1960. Eva Jo Miller recalled when the flood happened and how it affected all the property owners along Pet Lane.

Starleen Bennett stated that there is a dispute with a neighbor who previously owned the parcel that they currently live on, who is stating that he owns a small section of property on their side of the road. Neighbors have caused issues with them being able to get new power to property located in the back. Jeffrey Bennett stated that historically access to the property has not been a problem until now.

Ben Waltenberger stated that he has access to his property, both residential and agricultural access. Mr. Waltenberger was approved a lot split by Canyon County and no issues were raised about access being restricted due to crossing private property.

Engineer Tim Blair stated that he would recommend a more detailed title report, going back to patent, which would show property records from time of inception.

Mrs. Bennett stated that when they purchased the property, the legal description doesn't state that they don't own the small section alongside the road.

Attorney Jay Kiiha stated that the Highway District has no governmental control over legal access for property owners. Mr. Kiiha stated that the District can research and give findings to property owners, but as far as enforcement, that is an issue that property owners will likely have to get their own attorney for legal enforcement.

Director Troxel will work with attorney and engineer to determine the results of the in-depth title reports and will get in touch with property owners affected by the reports.

OLD BUSINESS:

- ROAD/BRIDGE REPAIR & MAINTENANCE

Director Troxel discussed the attached report.

NEW BUSINESS:

- APPROVE & AUTHORIZE SIGNATURE FOR RURAL PRIORITIZATION WORKGROUP RECOMMENDATION

Engineer Tim Blair stated this was summary from the August meeting with COMPASS. Mr. Blair and Mr. Troxel will work on an application for pavement rehabilitation for the section of Galloway Road from Stafford Road to I-84. **Motion made by Commissioner Tom Sells to approve Rural Prioritization Workgroup Recommendation and authorize Chairman to sign, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

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➤ REVIEW & APPROVE J-U-B ENGINEERS, INC.'S AGREEMENT FOR PROFESSIONAL SERVICES

Director Troxel stated that the agreement is the standard one that has been used for the last few years, no changes. **Motion made by Commissioner Gary Hickman to approve agreement with J-U-B Engineers, Inc., seconded by Commissioner Tom Sells.** Motion passed unanimously.

➤ APPROVE FORGONE PUBLIC HEARING FY2024 PUBLICATION

District Secretary Watkins provided legal notice declaring the District's intent to reserve \$7,175 in forgone amount to be used in future years. Public Hearing will be held on October 10, 2023 at 8:45 a.m. **Motion made by Commissioner Tom Sells to approve Forgone Public Hearing FY2024 Publication, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

ACCHD/IAHD REPORT:

None

MOJO REPORT:

None

ENGINEERS REPORT:

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

CORRESPONDENCE:

Sunwest Bank in Middleton extended an invitation for their client appreciation party on September 14, 2023.

IAHD Convention will be held October 31 through November 2, 2023.

GENERAL MATTERS:

None

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

None

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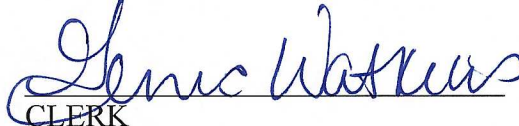
NEXT BOARD MEETING:

Special Meeting will be held for the Public Hearing at 8:45 a.m. on October 10, 2023. Next regular board meeting is scheduled for October 10, 2023, at 9:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting is adjourned. **Motion made by Commissioner Tom Sells to adjourn at 10:05 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.


CHAIRMAN


CLERK