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 8, 2026, at 9:00 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, Engineer Tim Blair

VISITORS:

Crystal Craig – City of Nampa
Brandon Parent

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Thursday, September 3, 2026, at 11:45 a.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 meeting minutes for August 11, 2026, for approval. **Motion made by Commissioner Gary Hickman to approve presented meeting minutes, seconded by Commissioner Tom Sells.** Motion passed unanimously.

TREASURER'S REPORT & BOARD APPROVAL OF BILLS:

Copies of financial reports were presented for discussion. Expenses for August 12, 2026, through September 8, 2026, were $97,694.91 and payroll for the same period was $54,185.56 for a total of $151,880.47.

Motion made by Commissioner Tom Sells to receive the treasurer's monthly financial report and place it on file for the fiscal year audit, seconded by Commissioner Gary Hickman. Motion passed unanimously.

Motion made by Commissioner Gary Hickman to authorize the disbursement of funds from the District's treasury in the sum of $151,880.47 for payment of the bills as presented by the Treasurer, seconded by Commissioner Tom Sells. Motion passed unanimously.

PUBLIC INPUT:

Crystal Craig, Director of Transportation with the City of Nampa, gave update with the registration fee initiative proposed within Canyon County. This initiative has resurfaced after the last push for this fee failed to have all entities agree to the conditions of proposal, therefore it did not make it past the planning stages. There have been planning meetings facilitated by COMPASS to bridge the gap between cities and highway districts to reach the best distribution method. Currently there are three options that will be discussed at the next meeting. This registration fee will be on the 2026 ballot, and if it does not pass, will again be on the ballot in 2028. Funds from this registration fee incentive would potentially be huge in filling the gap in funding for cities. Director Troxel stated that in District, the rural population outweighs the city population. He stresses that the Highway District needs to represent the majority of the population that we service, and when discussing funding, he feels it is important to stick to Idaho Code of the 70/30 split. Commissioners agree that small cities guaranteed funding of $60,000 is important. Fee would be imposed on any registered vehicle, it would not be applicable to trailers, but this would also apply to ag exempt vehicles at this time.

NEW BUSINESS:

- APPLICATION TO VARY SETBACK – BRANDON PARENT – APPLE VALLEY

  Brandon Parent has asked for a variance from setback on Apple Valley Road from 70' to 40' in order to build a shop on his property. Director Troxel stated that he had no objections to Mr. Parent's request, and there are no plans to build that road out in the future. **Motion made by Commissioner Tom Sells to approve application to vary setback from 70' to 40' for Brandon Parent, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

OLD BUSINESS:

- ROAD & BRIDGE REPAIR MAINTENANCE

  Director Troxel discussed attached report.

- APPROVE FINDINGS OF FACTS CONCLUSIONS OF LAW AND ORDER – VAR2026-01 – DAVID SHIPPY

  Attorney Jay Kiiha prepared draft Findings of Facts Conclusions of Law and Order for Variance 2026-01 for David Shippy. Document just summarizes Engineer Tim Blair's staff report in support of patron David Shippy's request to vary his driveway spacing on Goodson Road to allow for new access for his shop to be built. **Motion made by Commissioner Gary Hickman to Findings of Facts Conclusions of Law and Order for VAR2026-01 for David Shippy, seconded by Commissioner Tom Sells.** Motion passed unanimously.

NEW BUSINESS CONTINUED:

- CANYON COUNTY REGISTRATION FEE

  Director Troxel stated that the next collaborative meeting for this will be September 12, 2026. Commissioners decided to table their decision until all the options were on the table, Director Troxel will go to the meetings and report back at the next meeting what other options were discussed. **Motion made by Commissioner Tom Sells to table Canyon County Registration Fee decision until more information is available, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

- APPROVE LIFE FLIGHT MEMBERSHIPS FOR 2027

  District Secretary/Clerk Watkins requested authorization to renew 2027 Life Flight memberships. This amount is already allocated in the budget for health insurance benefits. **Motion made by Commissioner Tom Sells to approve 2027 Life Flight membership renewal, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

ACCHD/IAHD REPORT:

None

MOJO REPORT:

Director Troxel stated that mining is set to begin at the pit, but finding equipment to do it has been challenging with all the construction in the valley.

ENGINEERS REPORT:

Engineer Tim Blair discussed attached report.

CORRESPONDENCE/GENERAL MATTERS:

None

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

Motion made by Chairman William Hartman to go into executive section per I.C. §§ 74.206 (1) *(f) to communicate with legal counsel for the public agency to discuss the legal ramification of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement* at 10:05 a.m., Seconded by Commissioner Gary Hickman. Motion passed unanimously.

Roll call vote was taken by District Secretary/Clerk Watkins:

William Hartman – Aye
Gary Hickman – Aye
Lynn Troxel – Aye
Genia Watkins – Aye
Tim Blair – Aye

Motion made by Commissioner Tom Sells to end executive section at 10:35 a.m., Seconded by Commissioner Gary Hickman. Motion passed unanimously.

- WAMSTAD ROAD BRIDGE REPAIR

Motion made by Commissioner Tom Sells to authorize Director Lynn Troxel and Engineer Tim Blair to contact Western Refinery Service, Inc. to terminate Wamstad Road bridge contract, Seconded by Commissioner Gary Hickman. Motion passed unanimously.

NEXT BOARD MEETING:

Next regular board meeting will be October 13, 2026 at 11:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting was adjourned. **Motion made by Commissioner Tom Sells to adjourn at 10:27 a.m., seconded by Commissioner Gary Hickman.** Motion passed unanimously.

William J Hartman
CHAIRMAN

Genia Watkins
CLERK