

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 9, 2026, 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, District Secretary/Clerk Genia Watkins, Attorney Jay Kiiha, and Engineer Tim Blair

VISITORS:

Britt Honcoop – Western Refinery Services

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Thursday, June 4, 2026, at 12:00 p.m. **Motion made by Commissioner Tom Sells to approve agenda, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

APPROVAL OF BOARD MEETING MINUTES:

District Secretary Watkins provided copies of regular meeting minutes for May 12, 2026, for approval. **Motion made by Commissioner Tom Sells to approve presented meeting minutes, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

TREASURER'S REPORT & BOARD APPROVAL OF BILLS:

Copies of financial reports were presented for discussion. Expenses for May 13, 2026, through June 9, 2026, were \$510,984.44 and payroll for the same period was \$53,985.55 for a total of \$564,969.99.

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 \$564,969.99 for payment of the bills as presented by the Treasurer, seconded by Commissioner Tom Sells. Motion passed unanimously.

PUBLIC INPUT:

None

SPECIAL BUSINESS:

None

OLD BUSINESS:

➤ **ROAD & BRIDGE REPAIR MAINTENANCE**

District Secretary/Clerk read Director Troxel's attached report.

➤ **DISCUSS FY27 BUDGET OPTIONS**

Discussion was held regarding estimated income/expenses for fiscal year 2027. Funding from highway distribution accounts will be cut drastically due to general fund cuts. COLA was discussed; more discussion will be held at the July meeting.

NEW BUSINESS:

➤ **APPROVE NOTICE OF AWARD TO SUCCESSFUL BIDDER AND AUTHORIZE SIGNATURES FOR WAMSTAD BRIDGE PIER SCOUR REPAIR**

District Secretary/Clerk presented the Board with the Notice of Award prepared by J-U-B Engineers. Engineer Tim Blair stated that all requirements to the bid had been satisfied, and that their recommendation would be to award the bid. Mr. Britt Honcoop was present at meeting. **Motion made by Commissioner Gary Hickman to approve Notice of Award to Western Refinery Services, Inc. for the contract price of \$573,993.68, seconded by Commissioner Tom Sells.** Motion passed unanimously.

Motion made by Commissioner Tom Sells to authorize Director Troxel to sign construction agreement with Western Refinery Services, Inc., once signed, seconded by Commissioner Gary Hickman. Motion passed unanimously.

ACCHD/IAHD REPORT:

None

MOJO REPORT:

None

ENGINEERS REPORT:

Engineer Tim Blair discussed attached report.

CORRESPONDENCE/GENERAL MATTERS:

Director Troxel stated that he has been having problems with Dig Line location requests. They have not been happening timely which has led to delayed projects, and damaged phone lines.

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

None

NEXT BOARD MEETING:

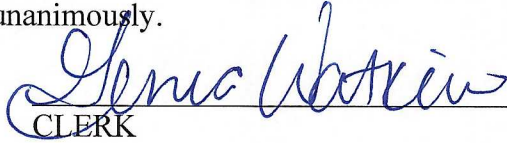
The next regular meeting will be July 14, 2026, at 9:00 a.m.

ADJOURNMENT:

With no further business to come before the Commissioners, the meeting was adjourned.

Motion made by Commissioner Tom Sells to adjourn at 9:45 a.m., seconded by Commissioner Gary Hickman. Motion passed unanimously.


CHAIRMAN


CLERK