

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, August 12, 2025, 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 and Engineer Tim Blair

VISITORS:

None

APPROVAL OF AGENDA:

District Secretary Watkins reported that the original agenda was posted on Tuesday, August 5, 2025, at 4:45 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 July 8, 2025, and special meeting minutes for July 17, 2025 for approval. **Motion made by Commissioner Tom Sells to approve meeting minutes, 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 July 9, 2025, through August 12, 2025, were \$252,205.08 and payroll for the same period was \$53,078.98 for a total of \$305,284.06.

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 Tom Sells to authorize the disbursement of funds from the District's treasury in the sum of \$305,284.06 for payment of the bills as presented by the Treasurer, seconded by Commissioner Gary Hickman. Motion passed unanimously.

PUBLIC INPUT:

None

OLD BUSINESS:

➤ ROAD & BRIDGE REPAIR MAINTENANCE

Director Troxel discussed the attached report.

NEW BUSINESS:

➤ APPLICATION FOR VARIANCE 2025-02 – ALL RAIL CONSTRUCION, LLC – FARMWAY ROAD

Applicant Joshua Martin discussed his variance request for Farmway Road. Mr. Isaac Josifek, engineer for Ardurra is representing All Rail Construction, LLC and gave summary of the request to vary highway district standards. Engineer Tim Blair asked for clarification on trip summary information from their required traffic study. Per the traffic study, trips per day is not estimated to be more than 75, yet the variance application states less than 50 trips. Mr. Martin stated that the number of trips will vary throughout the year due to the nature of the business, most employees work out of town and are not in and out of the property daily.

Per engineer Tim Blair's staff report, he supports the new approach with the following conditions of approval; new approach will be subject to less than 50 vehicle trips per day or 5 trips in the peak hour (two-way total), and existing driveway approach to 24540 Farmway Rd to be removed/abandoned. If in the future, the property has more than 50 trips, there may be additional conditions that will need to be met. No action is taken due to the applicant meeting the standards for new driveway.

➤ HURTZ ROAD

Director Troxel stated that a patron is going through the process of acquiring additional splits for property on Hurtz Road. In going through this process, the applicant has documents that a section of Hurtz Road was abandoned by the Highway District in 1948. The District has maintained Hurtz Road to Russian Olive Lane for the last 20 years. Director Troxel will issue approach permit from the end of the maintained section of Hurtz Road if patron will provide easements that will allow for that. Engineer Tim Blair is going to send communication to Canyon County stating this information regarding new access to these lots and Director Troxel will get in contact with patron.

➤ APPROVE LIFE FLIGHT MEMBERSHIPS FOR 2026

District Secretary/Clerk Watkins stated that she would like authorization to sign and pay the FY2026 Life Flight Memberships for all employees. **Motion made by**

Commissioner Gary Hickman to approve FY2026 Life Flight Memberships, seconded by Commissioner Tom Sells. Motion passed unanimously.

- **APPROVE CHAIRMAN SIGNATURE – PROJECT DOCUMENTATION SUMMARY – GALLOWAY ROAD**

Close out form for the Galloway Road Project is not complete – once form is finalized, we will bring back to the table for final signature.

ACCHD/IAHD REPORT:

None

MOJO REPORT:

None

ENGINEERS REPORT:

Mr. Blair gave an update on all the current projects that they are working on.

CORRESPONDENCE:

None

GENERAL MATTERS:

None

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

None

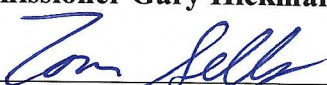
NEXT BOARD MEETING:

The next regular meeting will be September 9, 2025, at 9:00 a.m. Special meeting will be held on August 26, 2025 at 9:00 a.m.

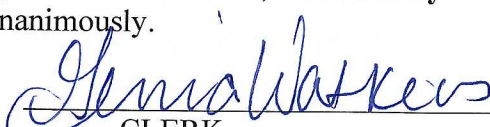
ADJOURNMENT:

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

Motion made by Commissioner Tom Sells to adjourn at 10:22 a.m., seconded by Commissioner Gary Hickman. Motion passed unanimously.



VICE - CHAIRMAN



CLERK