

*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, February 10, 2026, at 8:59 a.m. at the office of the District, 106<sup>th</sup> 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, and Engineer Tim Blair

### **VISITORS:**

None

### **APPROVAL OF AGENDA:**

District Secretary Watkins reported that the original agenda was posted on Thursday, February 5, 2026, at 3:00 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 January 13, 2026, and special meeting minutes for January 20, 2026, 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:**

Copies of financial reports were presented for discussion. Expenses for January 14, 2026, through February 10, 2026, were \$209,266.93 and payroll for the same period was \$53,985.55 for a total of \$263,252.48.

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

**Motion made by Commissioner Gary Hickman to authorize the disbursement of funds from the District's treasury in the sum of \$263,252.48 for payment of the bills as presented by the Treasurer, seconded by Commissioner Tom Sells.** Motion passed unanimously.

**PUBLIC INPUT:**

None

**OLD BUSINESS:**

➤ ROAD & BRIDGE REPAIR MAINTENANCE

Director Troxel discussed the attached report. Steps are being taken to notify property owner on Sand Hollow Road about property clean-up withing NPHD's property.

**SPECIAL BUSINESS:**

➤ PUBLIC HEARING – WRITTEN AGREEMENT W/HD NO. 4 @ 9:15 A.M.

**Motion made by Commissioner Tom Sells to open public hearing at 9:22 a.m. Written Agreement with Highway District No. 4, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

No persons were present for public hearing.

**Motion made by Commissioner Tom Sells to close public hearing at 9:26 a.m. Written Agreement with Highway District No. 4, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

**NEW BUSINESS:**

➤ AUTHORIZE & APPROVE AGREEMENT FOR TRANSFER OF PERSONAL PROPERTY & BILL OF SALE – CHIP SPREADER

Highway District No. 4 provided documents for signature to transfer ownership of 2011 Etnyr Chip spreader from them to Notus Parma Highway District No. 2 in the amount of \$50,000. Public hearing was held this date, and no persons appeared to show cause in disagreement.

**Motion made by Commissioner Tom Sells to authorize Chairman Signature on Agreement for Transfer of Personal Property with Highway District No. 4, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

➤ APPLICATION TO VARY SETBACK – JAROM JEMMETT – WALKER ROAD

Jarom Jemmett is planning to add garage onto residence. The addition will fall within the quarter section line and is requesting to vary setback from 70' to 10'. Director Troxel anticipates to plans in the future to develop a road through that area.

**Motion made by Commissioner Gary Hickman to approve Application to Vary Setback, seconded by Commissioner Tom Sells.** Motion passed unanimously.

- **AUTHORIZE & APPROVE AGREEMENT W/J-U-B ENGINEERS, INC. – GALLOWAY RD. SURVEY**

Agreement with J-U-B Engineers, Inc. is for survey work to be done for the Galloway Road rebuild. **Motion made by Commissioner Gary Hickman to approve agreement with J-U-B Engineers, Inc. for Wamstad Road Bridge repair and authorize signatures, seconded by Commissioner Tom Sells.** Motion passed unanimously.

- **APPROVE FY26 MOJO PER SHARE EVALUATION**

Information regarding FY26 MOJO Per Share Evaluation was prepared by Highway District No. 4.

**Motion made by Commissioner Gary Hickman to approve Chairman signature for FY26 MOJO Per Share Evaluation, seconded by Commissioner Tom Sells.** Motion passed unanimously.

- **APPROVE & AUTHORIZE WINN & COMPANY CONTRACT**

Director Troxel presented Winn & Company roto-milling contract for work on Galloway Road. Work is tentatively scheduled for March 9, 2026.

**Motion made by Commissioner Tom Sells to approve Winn & Company roto-milling contract, seconded by Commissioner Gary Hickman.** Motion passed unanimously.

#### **ACCHD/IAHD REPORT:**

None

#### **MOJO REPORT:**

Highway District No. 4 has been mining at the pit.

#### **ENGINEERS REPORT:**

Engineer Tim Blair discussed attached report.

#### **CORRESPONDENCE:**

None

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**GENERAL MATTERS:**

District Clerk Watkins stated that Farmer's Co-Op annual meeting will be held on February 19. Chairman William Hartman will represent the District in any decisions.

**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 March 10, 2026, at 9:00 a.m.

**ADJOURNMENT:**

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

**Motion made by Commissioner Gary Hickman to adjourn at 9:57 a.m., seconded by Commissioner Tom Sells.** Motion passed unanimously.

  
CHAIRMAN

  
CLERK