

**MINUTES OF THE REGULAR MEETING
OF THE NOTUS-PARMA HIGHWAY DISTRICT No.2**

Parma, Idaho

A regular meeting of the Commissioners of the Notus-Parma Highway District #2 was held Tuesday, December 11, 2018 at 3:00 p.m. at the office of the District, 106th S. Fourth St., Parma, Idaho.

PRESENT: Commissioners William Hartman, Larry Story, Tom Sells
Director of Highways Lynn Troxel
Clerk Mary Huett
Gerald Flatz J-U-B Engineers
Attorney Skip Smyser
Attorney at Law Carlie Foster
Gary Hickman

APPROVAL OF AGENDA: Clerk Mary Huett reported the Agenda was posted 4 days in advance and have not made any modifications within those 4 days. The motion passed unanimously.

MINUTES: Commissioner Larry Story moved and Commissioner Tom Sells seconded to approve the minutes of the November 8, 2018 meeting. The motion passed unanimously approving the minutes of the November 8, 2018 meeting.

BILLS: The outstanding bills were presented for December 2018. Commissioner Larry Story moved and Commissioner Tom Sells seconded to pay the bills. The motion passed unanimously.

OLD BUSINESS:

ROAD AND BRIDGE REPAIR AND MAINTENANCE – Director of Highways Lynn Troxel reported that the crew has doing shop work; sign and culvert inspections and they have all snow plow and sanding equipment inspected and readied for snow removal. There was a safety meeting on Drowsy Driving and Intersection Safety, presented by Assistant Director of Highways, Derek Frank.

Director of Highways Lynn Troxel reported that Kenworth Sales has presented a bid on filters which will save 36% on filters which also includes free delivery.

It was reported that the #2 1994 Ford Dump Truck has severe engine issues that will require an engine rebuild, we have received an estimate to repair for \$15,000 00.

NEW BUSINESS:

P & Z MATTERS – Director of Highways Lynn Troxel reported that he issued a permit to International Line Builders on Purple Sage Road.

ANNUAL ROAD & STREET FINANCE REPORT – The Annual Road & Street Report was not completed at the time of the meeting so it was decided that when the report is completed the Commissioners would come to the office and sign it.

LHTAC FUNDING APPLICATIONS – Commissioner Tom Sells moved and Commissioner Larry Story seconded to sign Resolution 2018-2 supporting the project identification submittal for the construction of the Stafford Road Bridge Replacement and to authorize Chairman William Hartman to sign the Local Federal-Aid Project Request Letter. The motion was passed unanimously.

Commissioner Tom Sells moved and Commissioner Larry Story seconded to sign Resolution 2018-3 supporting the project identification submittal for the construction of the Rehabilitation of Galloway Road and to authorize Chairman William Hartman to sign the Local Federal-Aid Project Request Letter. The motion was passed unanimously.

ACCHD FEE SCHEDULE – It was agreed upon to accept the Preliminary Plat and drawing Review ACCHD Fee Schedule and it was reported that the amended ACCHD Schedule will be voted on at the ACCHD meeting in January.

CHRISTMAS BONUS – Commissioner Tom Sells moved and Commissioner Larry Story seconded to give all employees 2 days pay for a Christmas bonus. The motion passed unanimously to give all employees 2 days pay for a Christmas bonus.

MOJO Gravel Pit- Director of Highways Lynn Troxel reported that NPHD will be going in with Golden Gate Highway District and Canyon Highway District to rent a dozer to push up pit run at the MOJO Pit.

CORRESPONDENCE- A Thank You card was received from IAHD thanking the Highway District for attending the IAHD conference in November.

CITIZENS INPUT AND ACTION- Nothing at this time.

EXECUTIVE SESSION – At 3:35 Chairman William Hartman requested to go into Executive Session. Commissioner Larry Story moved and Commissioner Tom Sells seconded to go into Executive Session pursuant to Idaho Code 74-206 (1) (b). Roll call was taken to go into Executive Session, Chairman Hartman – Aye, Commissioner Larry Story -Aye, and Commissioner Tom Sells – Aye. The motion passed unanimously in favor to go into Executive Session. Attorney Skip Smyser was asked to join the meeting. Executive Session was closed at 4:12 pm and the regular board meeting resumed.

ADJOURNMENT: There being no further business to come before the Commissioners the meeting was adjourned at 4:14p.m.

William J Hartman
CHAIRMAN

Mary Huest
CLERK