

**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, January 8, 2019 at 3:00 p.m. at the office of the District, 106th S. Fourth St., Parma, Idaho.

PRESENT: Commissioners William Hartman, Tom Sells, Gary Hickman
Director of Highways Lynn Troxel
Clerk Mary Huett
Attorney Carlie Foster
JUB Engineer Tim Blair

APPROVAL OF AGENDA: Commissioner Tom Sells moved and Commissioner William Hartman seconded to amend the agenda to include Acceptance of Resignation of Commissioner Larry Story. The motion passed unanimously.

ACCEPTANCE OF RESIGNATION OF COMMISSIONER LARRY STORY – Clerk Mary Huett read the resignation letter from Larry Story Commissioner in Sub-district 3. Commissioner Tom Sells moved and Commissioner William Hartman seconded to accept the resignation letter from Larry Story. The motion passed unanimously.

APPOINTMENT OF HIGHWAY COMMISSIONER – Commissioner William Hartman reported that one resume was turned in for the position of Commissioner in Sub-district 3. Commissioner Hartman read the resume from Gary Hickman asking to be considered for the position. Commissioner Tom Sells moved and Commissioner William Hartman seconded to pass **RESOLUTION NO. 2019-1 DECLARATION OF APPOINTMENT OF COMMISSIONER. A RESOLUTION OF THE BOARD OF COMMISSIONERS OF NOTUS-PARMA HIGHWAY DISTRICT NO 3, DECLARATION OF THE APPOINTMENT OF GARY HICKMAN AS COMMISSIONER RESIDING IN SUBDISTRICT NO. 3, AND FOR A TERM ENDING ON June 30, 2021.**

OATH OF OFFICE-Gary Hickman took the Oath of Office for Commissioner in Sub district 3.

MINUTES: Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to approve the minutes of the December 11, 2018 meeting. The motion passed unanimously approving the minutes of the December 11, 2018 meeting.

BILLS: The outstanding bills were presented for January 2019. Commissioner Tom Sells moved and Commissioner Gary Hickman 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 sanded roads, graded three miles of gravel road, sign and culvert inspection and started building a sander rack. There was a safety meeting on Preventing Cold Stress and Distracted Driving, presented by Assistant Director of Highways, Derek Frank.

NEW BUSINESS:

P & Z MATTERS – Director of Highways Lynn Troxel reported that he issued a permit to Chris Nile on Sand Hollow Road.

STAFFORD ROAD BRIDGE- FY19 LOCAL FEDERAL-AID BRIDGE-JUB
Engineer Tim Blair reported that the application for Stafford Road has been submitted.

GALLOWAY ROAD REHABILITATION- FY18-19 LOCAL FEDERAL-AID
RURAL - Engineer Tim Blair reported that the application for the Rehabilitation of Galloway Road has been submitted.

SOURCEWELL PURCHASING – Director of Highways Lynn Troxel and Attorney Carlie Foster spoke to the Commissioners about Sourcewell Purchasing. Commissioner Gary Hickman moved and Commissioner Tom Sells seconded to have Director of Highways Lynn Troxel proceed with joining Sourcewell Purchasing. The motion passed unanimously.

2019 MILEAGE REIMBURSEMENT – Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to pay the 2019 standard mileage rates at .58 cents per mile. The motion passed unanimously

MOJO GRAVEL PIT - Director of Highways Lynn Troxel reported that NPHD with Golden Gate Highway District and Canyon Highway District and had a discussion about leaving MOJO Pit dewatered, the discussion will be taken to the MOJO Board.

CORRESPONDENCE- It was reported that Gary Duspiva called the office on January 3, 2019 inquiring if the NPHD was still accepting resumes for Commissioner
in Sub district No. 3. Mr. Duspiva was informed that the deadline to turn in resumes were December 28, 2018.

CITIZENS INPUT AND ACTION- Nothing at this time.


EXECUTIVE SESSION – At 3:35 Chairman William Hartman requested to go into Executive Session. Commissioner Tom Sells moved and Commissioner Gary Hickman 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 Gary Hickman -Aye, and Commissioner Tom Sells – Aye. The motion passed unanimously in favor to go into Executive Session. Attorney Carlie Foster and Clerk Mary Huett were asked to join the meeting. Executive Session was closed at 3:45 pm and the regular board meeting resumed.

Commissioner Gary Hickman moved and Commissioner Tom Sells moved to amend the Agenda to include Clerks Wages. The motion passed unanimously.

CLERKS WAGES - After discussing Commissioner Gary Hickman moved and Commissioner Tom Sells seconded to change Clerk Mary Huett's wages from hourly to salary beginning in February 2019. The motion passed unanimously.

ADJOURNMENT: There being no further business to come before the Commissioners the meeting was adjourned at 3:50p.m.


CHAIRMAN


CLERK