

**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 Monday, February 11, 2019 at 9:00 a.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
Myron Peterson
Jose Rogel
Mariela Rogel

APPROVAL OF AGENDA: Clerk Mary Huett reported that the agenda was posted 3 days in advance and have not made any modifications in those 3 days.

MINUTES: Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to approve the minutes of the January 8, 2019 meeting. The motion passed unanimously approving the minutes of the January 8, 2019 meeting.

BILLS: The outstanding bills were presented for February 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, cracked sealed roads, graded seven miles of gravel road, sign and culvert inspection, repaired washed out shoulder on Mink Road with ecology blocks and finished building the sander rack. There was a safety meeting on Ladder Safety and Site Safety, presented by Assistant Director of Highways, Derek Frank.

NEW BUSINESS:

P & Z MATTERS,– Nothing at this time to report.

SETBACK VARIANCE / JOSE ROGEL – Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to grant the setback variance on Willis Road to Jose Rogel. The motion passed unanimously to grant the variance.

VARIANCE TO HIGHWAY STANDARDS / SHANNON MAYS – After discussing the variance that Shannon Mays was requesting for her driveway on Ada Lane, Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to deny the variance. The Commissioners recommend that any approaches will need to meet 2017 ACCHD Standards and Conditions.

ROW / MYRON PETERSON – Myron Peterson discussed with the Commissioners that he is requesting the ROW back that was deeded to the NPHD in October 2009. JUB Engineer Tim Blair recommended to the Board not give back the ROW property to Myron Peterson. Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to keep the ROW that was deeded to the NPHD. The motion passed to keep the ROW.

CANYON COUNTY, CASE NO.CU2018-0014, PREMIER LLC GRAVEL PIT – It was reported that Premier Gravel Company has submitted an application for a gravel pit off of Deb Lane and Iest Road. Tim Blair has supplies preliminary conditions of approval to Premier Gravel LLC. No action taken at this time.

2019 RENEWAL OF J-U-B PROFESSIONAL SERVICES AGREEMENT – Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to approve the JUB Engineer Contract for \$1,490.00 a month starting February 2019. The motion passed unanimously.

NEW TRUCK – Commissioner Tom Sells moved and Commissioner Gary Hickman seconded for Director of Highways Lynn Troxel to purchase a new truck in the fiscal year 2019-2020. The purchase of the truck will include a bed and a Monroe Snow Plow not to exceed \$215,000.00. The motion passed unanimously.

HOURS WORKED POLICY – Director of Highways Lynn Troxel proposed that Holiday Pay be considered as hours worked. Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to pass that Holiday Pay be considered as hours worked. The motion passed unanimously.

RECORDING MEETING – After discussion, Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to allow Clerk Mary Huett to record the Board Meetings. The motion passed unanimously.

PAY SCHEDULE – Commissioner Gary Hickman moved and Commissioner Tom Sells seconded to change the pay schedule from semimonthly to biweekly pay schedule beginning August 23, 2019. The motion passed unanimously.

MOJO GRAVEL PIT - Director of Highways Lynn Troxel reported that NPHD with Golden Gate Highway District and Canyon Highway District has decided to keep the MOJO Pit pond dewatered. Golden Gate Highway District will build a road so the pit run can be removed as needed.

CORRESPONDENCE- Director of Highways Lynn Troxel reported that Trevor Roche inquired about a setback on Khlar Road section line, it was discussed that there are no future plans to build a road there.


Director of Highways Lynn Troxel reported that Canyon County Development Services have received an application for the build out of Grey Sage Subdivision.

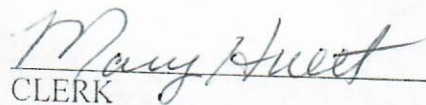
Director of Highways Lynn Troxel reported that Alan Mills would like to meet with the Commissioners to discuss Apple Valley Development LLC.

The Commissioners discussed that until Valley Regional Transit can bring their service to Parma, the NPHD will not become a member.

CITIZENS INPUT AND ACTION- Nothing at this time.

ADJOURNMENT: There being no further business to come before the Commissioners the meeting was adjourned 10:40 a.m.


CHAIRMAN


CLERK