

**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, April 9, 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
Doug Moats

APPROVAL OF AGENDA: Clerk Mary Huett reported that the agenda was posted 5 days in advance and have not made any modifications in those 5 days.

MINUTES: Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to approve the minutes of the March 12, 2019 meeting. The motion passed unanimously approving the minutes of the March 12, 2019 meeting.

BILLS: The outstanding bills were presented for April 2019. Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to pay the bills with the correction of the spelling of Civil Dynamics. The motion passed unanimously.

OLD BUSINESS:

ROAD AND BRIDGE REPAIR AND MAINTENANCE – Director of Highways Lynn Troxel reported that the crew has swept sand from all roads, hand patched major potholes with winter mix. Director of Highways Lynn Troxel, Matt Green and Doug Moats attended LHTAC classes to complete their Road Scholar requirements. A Safety Meeting on eye protection and work place injury was presented by Derek Frank.

It was also reported that the Notus-Parma Highway District was given a 1989 Freightliner dedicated sander from Canyon 4 Highway District.

NEW BUSINESS:

P & Z MATTERS – Director of Highways Lynn Troxel reported that he issued permits to John Bayes on Lance Lane, Shannon Mays on Ada Lane and Wade Hillard on Parma Road.

It was also reported that Owhyee Produce has reported that they have met all the conditions of their application. Director of Highways stated that there is not signage for the trucks to enter or exit. Attorney Carlie Foster has sent a letter to Canyon County Development Services Department stating what has been satisfactory completed at this time and what still needs to be completed.

Director of Highways reported that employee Doug Moats backed into a pickup at Jacksons in Notus on March 26, 2019. ICRMP has been notified and is taking care of the claim.

APPLICATION TO VARY A SETBACK – Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to have Chairman William Hartman sign a variance for the setback on Klahr Road Extension for Trevor Roche. The motion passed unanimously.

NPHD Supplemental Specifications to the ACCHD Manual- JUB Engineer Tim Blair discussed the Supplemental Specifications that the Nampa Highway District No.1 is modifying the Highway Standards & Development Procedures for the Association of Canyon County Highway Districts (2017) Edition. Tim Blair will have recommendations that he thinks the NPHD should adopt to the Standards at our next meeting. Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to table this topic until our May Board Meeting. The motion passed unanimously.

DIRECTOR OF HIGHWAYS SALARY – Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to increase Director of Highways Lynn Troxels annual salary to \$62,500.00. The motion passed unanimously.

MOJO GRAVEL PIT – Director of Highways Lynn Troxel reported that they have been breaking up rap to prepare to put down matt this year at the MOJO Pit.

CORRESPONDENCE – It was reported that the IAHD Regional Meeting will be May 14, 2019 at 11:30 a.m. at Purple Sage Golf Course in Caldwell.

Director of Highways reported that the Road Tour will be on May 14, 2019 at 9:30 a.m.

Doug Moats addressed the Commissioners with his opportunity to be heard that he requested.

EXECUTIVE SESSION – IDAHO CODE 74-206(1) (b) – At 3:58 p.m. 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 Tom Sells – Aye, Commissioner Gary Hickman- Aye. The motion passed unanimously in favor to go into Executive Session. Attorney Carlie Foster and Director Lynn Troxel was asked to joined the Executive Session. The Executive Session was closed at 4:47 and the regular meeting resumed.

ADJOURNMENT: There being no further business to come before the Commissioners the meeting was adjourned 4:48 p.m.


CHAIRMAN


CLERK