

**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, May 14, 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
Neal Fraser

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 April 9, 2019 meeting. The motion passed unanimously approving the minutes of the April 9, 2019 meeting.

BILLS: The outstanding bills were presented for May 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 laid cold mix asphalt on Burden Road and Sand Hollow Road, helped the City of Parma lay asphalt on four city streets. A Safety Meeting on Hearing Protection and Work Place Stress was presented by Adam Bahem. Winn & Company mixed the patch material for the year.

NEW BUSINESS:

P & Z MATTERS – Director of Highways Lynn Troxel reported that he issued permits to Larry Richardson on Russian Olive Lane, C & A Construction on the dead end of Khlar Road and Stewart Webster on Monarch.

RURAL ECONOMIC DEVELOPMENT INITIATIVE – After discussion Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to approve the ACCHD to write a Letter of Support for Western Alliance for Economic Development. The motion passed unanimously.

GIS UPDATE AND OPTIONS – Neal Fraser and Tim Blair discussed our GIS Mapping System with the Commissioners. The system we have now is becoming obsolete and support will no longer be available. Director of Highways Lynn Troxel reported that we have received a sign grant that will be available next fiscal year that we could possibly use for a new GIS System. Different options were discussed, Commissioner Tom Sells moved and Commissioner Gary Hickman seconded for Director of Highways Lynn Troxel to work with JUB Engineers to pursue the best option for updating the GIS System. The motion passed unanimously.

FY2019 FUNDING APPLICATIONS UPDATE - Tim Blair of JUB Engineers reported that we were awarded the Sign Grant we applied for, but did not score high enough on the applications for the Boise River Rd, Stafford Bridge or Galloway Road.

NPHD SUPPLEMENTAL SPECIFICATIONS TO THE 2017 ACCHD STANDARDS MANUAL - JUB Engineer Tim Blair discussed the Supplemental Specifications to the ACCHD Standards Manual that he was recommending to be changed. After discussion Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to accept the changes that Tim Blair has recommended. The motion passed unanimously to accept the changes to the ACCHD Manual. See attached.

MOJO GRAVEL PIT – Director of Highways Lynn Troxel reported that the crew has removed Rap from the MOJO Pit.

CORRESPONDENCE – Valley Regional Transit has sent a bill requesting that the NPHD become a member. Clerk Mary Huett was instructed to send a letter to Valley Regional Transit declining on becoming a member of Valley Regional Transit.

ADJOURNMENT: There being no further business to come before the Commissioners the meeting was adjourned 3:54 p.m.

CHAIRMAN

CLERK