

**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, July 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

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 June 11, 2019 meeting. The motion passed unanimously approving the minutes of the June 11, 2019 meeting.

BILLS: The outstanding bills were presented for July 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 blade patched and hand patched seal coat roadways, assisted Golden Gate Highway District with seal coating, seal coated 13.5 miles of roadway and replaced a 30” pipe on Hexon Road. A Safety Meeting on Excavation Safety was presented by Joe Sexton.

July 10th there will be an Appreciation Barbeque for the employees and Commissioners that will be put on by Golden Gate Highway District and Notus-Parma Highway District and will be hosted by Golden Gate Highway District for everyone.

July 19th will be the ACCHD Meeting at Golden Gate Highway District.

NEW BUSINESS:

P & Z MATTERS – Director of Highways Lynn Troxel reported that he has not issued any new permits.

TEMPORARY LICENSE AGREEMENT- Commissioner Tom Sells moved and Commissioner Gary Hickman seconded to accept the Temporary License Agreement as a new document. The purpose of the Temporary License Agreement sets forth the terms and conditions under which the Licensee shall improve and maintain the subject of the right of way for the benefit of the Licensee's property. The motion passed unanimously.

TREASURE VALLEY RENEWABLES CONDITIONS OF APPROVAL – JUB Engineer Tim Blair discussed the letter that he wrote on behalf of the Notus-Parma Highway District wrote to Canyon County Development Services concerning the application for Treasure Valley Renewables, LLC that was submitted to NPHD on June 14, 2019. This letter replaces the NPHD's previous letter regarding Case Number PH302-55&56 from Gary Hickman dated October 12, 2016. After discussing the requirements in the letter, Commissioner Tom Sells moved and Commissioner Gary Hickman seconded for the letter to be sent to Canyon County Development Services Department. The motion passed unanimously.

2019 -2020 BUDGET REVIEW – Director of Highways Lynn Troxel discussed new equipment line item for leasing a Backhoe and a new trailer. He will have more information for the Commissioners at the August Board meeting.

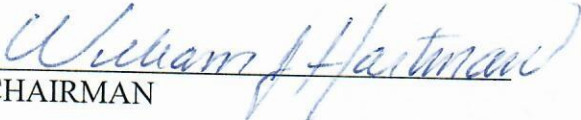
MOJO GRAVEL PIT – Director of Highways Lynn Troxel reported that the crew has been watering and moving chips at the Gravel Pit.

CORRESPONDENCE –Nothing to report at this time.

CITIZENS INPUT AND ACTION – Nothing to report at this time.

EXECUTIVE SESSION – Commissioner Tom Sells moved to go into Executive Session at 3:50 p.m. pursuant Idaho Code 74-206 (1) (b). Commissioner Gary Hickman seconded the motion to go into Executive Session. Upon roll call Chairman William Hartman voted aye; Gary Hickman voted aye; Tom Sells voted aye; Motion carried. Attorney Carlie Foster and Director of Highways Lynn Troxel were asked to join the Executive Session. Executive Session was closed at 4:30 p.m.

ADJOURNMENT: There being no further business to come before the Commissioners the meeting was adjourned 4:31 p.m.


CHAIRMAN


CLERK