ACTION MINUTES
CANYON VIEW SPECIAL ROAD DISTRICT
BOARD OF COMMISSIONER'S MEEETING
JULY 12, 20

MEMBERS PRESENT:

Commissioner Hurd; commissioner Mehlberg; Commissioner Raschke
Members: Gary & Joyce White; George Hawes; Santiago & Mayle Poviz; Stewart Davis; Clint Prevett; Jim Mehlberg: Ron Perry; Gabriel & Charity Howlitt; Stacy Strickland; Cory DeJarnatt

1. Call to Order

Meeting called to order 6:00 PM, July 12, 2018 at residence located at 2055 Dry Gulch Drive. Commissioner Raschke arrived at 6:07 PM.

2. Election of Officers

a) President: Commissioner Mehlberg nominated Commissioner Hurd for President, Commissioner Raschke seconded the nomination. The motion passed by a 3 to 0 vote.
b) Secretary: Commissioner Hurd nominated Commissioner Raschke for secretary, Commissioner Mehlberg seconded the nomination. The motion passed by a 3 to 0 vote.

c) Treasurer: Commissioner Hurd nominated Commissioner Mehlberg for secretary, Commissioner Mehlberg seconded the nomination. The motion passed by a 3 to 0 vote.

3. Adoption of By Laws

a) The latest copy of the BY Laws was reviewed by the District members present. Discussions about meeting dates and times took place. Quarterly and monthly meetings were discussed. It was decided to hold quarterly meetings on the second Monday in the months of February, April, July and November. Monthly meetings would be by special notice. Time and place for meetings was discussed but no consensus was formed. ORS require meetings to be held at a place inside the District and also requires regular monthly meetings. This would require someone's home to be used. Many different comments were offered about the negative effects of trying to hold meetings in a residence. President Hurd asked Secretary Raschke to look into getting permission to meet outside the District.

b) The manner and place of record keeping was discussed. Unless some other arrangement can be made records would have to be kept in someone's home. Secretary Raschke was tasked with looking into alternate locations with the County.

c) Since a number of issues came up about the BY Laws it was decided that adoption of the By Laws would be tabled and a copy of the latest BY Laws would be sent to all District Members for review and comment.

4. Approval to Submit LB-50 Form to County Assessor

The form has to be in by Friday, July 13th in order to collect taxes in FY 2018-2019. A motion to have Treasurer Mehlberg submit the form by Friday was made by Commissioner Hurd and seconded by Commissioner Raschke. The motion passed by a vote of 3 to 0.

5. Establishment of Investment Fund Account With Jefferson County

A motion to have Treasurer Mehlberg set up a LGIP account with the County for the purpose of holding District funds was made by Commissioner Hurd and seconded by Commissioner Raschke. The motion passed by a vote of 3 to 0.

6. Establishment of a regular monthly meeting

The discussion of regular monthly meetings continued from the discussion under By Law Adoption. It was noted that some Special Districts hold their meetings at lunch time to accommodate working people. The place of meetings was also discussed again. Meeting schedule was tabled until input from the District members is received and input from the County obtained.

7. Additional Comments

a) A suggestion of having a web site was proposed as a place for digital record keeping. President Hurd was tasked with looking into the creation of a web site.

b) Public inspection of records was discussed. It was noted that any request for records would have to follow Freedom of Information Act requirements.

c) Snow plowing was discussed since it is likely to be the first District expenditure. Commissioner Hurd indicated he had discussions with Delita Cordes about the snow plowing account she currently has for the subdivision. She said she would donate the money to the District. A checking account would be required for this to take place. Commissioner Hurd said he would look into hiring the County to plow and sand, using the County's criteria for when to plow and sand.

d) In an effort to start researching causes for road deterioration Commissioner Raschke asked permission to approach the Water District to review drawings showing locations of water lines under the roads. It was agreed he should contact the Water District.

8. Adjourn

A motion to adjourn was made by Commissioner Hurd at 7:30 PM and was seconded by Commissioner Raschke. The motion passed by a vote of 3 to 0.

Q & A From Board Meeting

Some Additional Information

Q: Can we hire the County to Plow snow.
A: Yes but it will be at the end of the shift when they plow and we will not be a priority. The shift they run they would hit our neighborhood at the end of the day. When snow is light that isn't a problem but if they start getting a lot of snow we will be pushed as the major roads become priorities over lower traffic roads. Suggest we can get pricing from them along with quotes from other vendors and have 2 snow contracts if pricing is significantly different. One with County for when they can, one with a private contractor for when they can't.

Q: Can we hire County for pavement maintenance like chip sealing, crack sealing, etc.
A: Yes, we can and that would take coordination between the two to work out timing and it depends on how busy they are. I suggest we get quotes from both County and private contractors depending on task we need to compare timing and price to determine what's best for our district.

Q: Do we have meetings quarterly or monthly?
A: Regular board meetings have to occur monthly. This will be reflected in the bylaws.

Q: Since we have a Road District can we abolish the HOA that really doesn't exist?
A: Yes, we need to look at our deed files for our houses to see what it says in there how to do it but there is a way. I suggest we create a sub-committee to task 2 or 3 individuals that are not on the board to look into that and figure out how that can be done. Ultimately it will be some sort of document that get's recorded at the County to remove.