

Mary's River Estates Road District Monthly Meeting

Date: July 6, 2023 Zoom meeting hosted by Joe

Meeting will be recorded for the purpose of note taking by secretary. Recording will be kept for one year on personal computer and approved written minutes will be kept on website indefinitely.

Attendees: Joe Chambers, (President), Debbie Jackson (Treasurer), Sandy Chapman (Secretary), Val Bach, Rick Veronen

Call to order: 7:00 PM by Joe

Additions/deletions to minutes: none

Financial Report and Email:

Report by Debbie, Treasurer

Financial:

Debbie screenshared: (End of FY2022-2023 financials)

- 1) MRERD Income/Expenses by Category YTD: 07/01/2022 through 06/30/2023
Actual

INCOME:

Interest Inc	\$	4,221.02
Other Income	\$	18.10
Taxes Received	\$	125,736.73
Fund Balance		<u>0.00</u>

TOTAL INCOME **\$ 129,975.85**

TOTAL EXPENSES **\$ 29,878.78**

NET INCOME **\$ 100,097.07**

Bank Account Balances as of: 06/30/2023

Citizens Bank Balance	\$	1,437.78
LGIP Balance	\$	<u>178,846.19</u>

Total Bank Accounts **\$ 178,283.97**

- 2) MRERD Transaction report 06/07/2023 through 06/30/2023

BILLS

CPI (not due until 07/01/23)	\$	0.0
INCOME		
Taxes received	\$	2,693.08
Interest	\$	<u>582.83</u>
		<u>3,275.91</u>
OVERALL TOTAL		<u>\$3,275.91</u>

Final Transaction report for FY2022-23 will be posted to website under 2023 minutes tab.

Debbie took the LB50 into the County Assessors' Office on 06/30/23.

Mail received: electric bill and notice to pay the mailbox fee. The mailbox was locked because it had expired on 6/30/2023. Notice was in the locked box. Debbie paid for the next year, \$166.00, and needs to be reimbursed. **Action Item:** Debbie will set up the payment for the post office box fee for auto withdraw on debit card.

Open Forum: None

Review minutes/approval: No corrections from anyone for June 5, 2023 meeting. [Debbie makes motion to approve June 5, 2023 Budget Meeting Minutes.](#) [Sandy Seconds.](#) [Joe: All in favor? All present Budget Committee members agree.](#) No corrections from anyone for combined June 8, 2023 meeting. [Debbie makes motion to approve June 8, 2023 Budget and Monthly Meeting Minutes.](#) [Joe seconds.](#) [Joe: All in favor? All Commissioners agree.](#)

Sharing what we have learned from various contracting sources:

Debbie became aware just prior to the start of our chip seal project, that there were additional requirements for contracts for local governments, such as we are, that are over \$100,000.00. We were able to contact the contractor and have the job put on hold. The commissioners talked to SDOA, BOLI and CCB and received input to confirm that the contractor needed a Public Surety bond for our Public Works Project. The contractor did not have the bond in place. The contractor thought that we were an HOA and did not think they needed one. They are willing to get one for our Public Works projects. Contractor did not see any change in the cost of the project except for maybe a cost for move-in as some of the dump trucks were moved in for the project. It was Joes understanding that the contractor would be able to do the whole project at the same time and not break it up into separate areas, IE: chip seal MRE Rd and Queen Anne. Contractor has to get the surety bond, send that to BOLI and get it posted on CCB website. Then we have to make sure that the bond has been gotten by checking with CCB. Debbie suggests that we check by phone. Website says it is updated every six hours. Consultant from SDOA said we have to consider the combine total financial scope of the work with that being over \$100,000.00 and cannot separate projects to reduce it to under the threshold of the public works bond amount. Discussion also included the ability to get the bond for a month or a year, it did not have to be for any specific project but the bond covered any public works job that the company did and was based on credit rating.

Roadside Mowing: Rescheduled for July 14, and will start early.

Chip Seal Project: **Action Item:** Joe will contact Blacktop NW to let them know to get us back on their schedule to start the work again.

SDAO Services: Joe had questions about having gone through this process for the public works project with people giving us information then saying that we should "talk with our lawyer, because I am not a lawyer". He thought that this would have been the time that SDAO should have provided us with lawyer services, since they are providing us at some level, with this service. Discussion was that we did get info from Greg DeLoreto, the consultant. Spencer Rockwell was Assistant General Counsel and we did get info from him and he referred us to the consultant. The biggest benefit from SDAO is our insurance and the training we can get through them.

Scope and flexibility of scheduling for summer projects, scale and timing of summer work:

Crack Seal Projects: Discussion reviewed on what the contract says for cost of product and minimal cost per day. Suggestion to approve "a not to exceed" amount. Debbie makes motion to go with Salem Crack Seal with a "not to exceed amount of \$9,500.00. Sandy seconds motion. Joe: All in favor? All Commissioners agree. Motion carries. Action item: Sandy will sign contract for Salem Seal Coat and send physical copy also to Salem seal coat.

Dust Abatement for Iris Circle Gravel: Action Item: Sandy will contact Nutrien-AG Solutions for dust abatement estimate for the gravel portion.

Sandy asks for clarification on what was done for the cleaning of the ditches on Iris and Columbine. Rick says he took about an hour and a half and cleared some brush and cleared out the ditch. Commissioners thank Rick for his efforts in getting the area taken care of.

Action Item: Sandy will write a check to Debbie for reimbursement of her personal payment for the mailbox fee of \$166.00.

8:06 Joe makes motion to close the meeting. Debbie seconds. All Commissioners agree. Meeting adjourned.