

# Prineville Lake Acres - Unit 1 - Special Road District (PLA1-SRD)

## Minutes for March 27, 2022 Meeting

Meeting Location: 7600 SE Walther Loop, Prineville

Mailing Address: PLA1-SRD, 14344 SE Sharps Street, Prineville, OR 97754

Phone: (541) 777-4867 (Cell) / Email: [Pvillelakeacres1@gmail.com](mailto:Pvillelakeacres1@gmail.com) / Website: [www.pla1srd.com](http://www.pla1srd.com)

**CALL TO ORDER:** Debbie Kowalski called meeting to order at 3:00 p.m.

### **BOARD MEMBERS PRESENT:**

Board Position #1 - Debbie Kowalski - President

Board Position #2 - Dan Trump - Treasurer

Board Position #3 - Nicki Mayhead / Secretary - Absent

### **CITIZENS PRESENT:**

David Chamberlain                      Mary Schnetzy

**MINUTES:** Debbie Kowalski submitted the January 28, 2022, meeting minutes for review.

***MOTION:** A motion was made by Dan Trump to approve the January 30, 2022, meeting minutes as submitted. Seconded by Debbie Kowalski. The motion passed by a majority vote: Yay 2 / Nay 0*

**TREASURER REPORT:** Dan Trump submitted the AMENDED JANUARY, FEBRUARY, and MARCH Treasurer's Reports for review.

### **CHECKING ACCOUNT**

Beginning Balance as of <u>JANUARY 31, 2022</u>		<b>\$39,735.31</b>
Income: Property Tax Revenue	\$516.63	\$40,251.94
Expense: Central Electric Co-op (Light)	\$6.32	\$40,245.62
Expense: Verizon Wireless (cell phone)	\$36.25	\$40,209.37
Expense: Reimbursement David Chamberlain	\$1,619.91	\$38,589.46
<b>Ending Balance as of JANUARY 31, 2022</b>		<b>\$38,589.46</b>
Less OBLIGATED DEBT	\$2,974.63	<b>\$35,614.8</b>

### **SAVINGS ACCOUNT**

Special Road District - Remington Road Paving ( <u>Savings Account</u> )		
Beginning Balance as of <u>JANUARY 1, 2022</u>		<b>\$24,190.03</b>
Income: Can/Bottle Drive - (1.12.22)	\$653.00	\$24,843.03
Income: Larry Bur - Donation	\$100.00	\$24,943.03
Income: Stephen Moser - Donation	\$100.00	\$25,043.03
Income: Pending Interest (pending)	.19 cents	\$25,043.22
<b>Ending Balance as of DECEMBER 31 2021</b>		<b>\$25,043.22</b>

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## CHECKING ACCOUNT

<b>Beginning Balance as of <u>FEBRUARY 1 2022</u></b>		<b>\$38,589.46</b>
Income: Property Tax Revenue	\$263.54	\$38,853.00
Income: BANK ERROR	\$15,000	\$58,853.00
Income: BANK ERROR	\$10.00	\$58,863.00
Expense: Central Electric Co-op (Light)	\$3.16	\$53,859.84
Expense: Verizon Wireless (cell phone)	\$26.25	\$53,833.59
Expense: BANK ERROR	\$15,000	\$38,833.59
Expense: BANK ERROR	\$10.00	\$38,823.59
<b>Ending Balance as of FEBURARY 28, 2022</b>		<b>\$38,823.59</b>
<b>Less OBLIGATED DEBT</b>	<b>\$2,974.63</b>	<b>\$35,848.96</b>

## SAVINGS ACCOUNT

Special Road District - Remington Road Paving (Savings Account)

<b>Beginning Balance as of FEBURARY 1 2022</b>		<b>\$25,043.22</b>
Income: Can/Bottle Drive	\$160.00	\$25,203.22
Income: Hollander & Savli? - Donation	\$200.00	\$25,403.22
Income: Pending Interest (pending)	.18 cents	\$25,403.40
<b>Ending Balance as of FEBRUARY 28, 2021,</b>		<b>\$25,403.40</b>

## CHECKING ACCOUNT

<b>Beginning Balance as of <u>MARCH 1 2022</u></b>		<b>\$38,823.59</b>
Income: Property Tax Revenue	\$1,269.42	\$40,093.01
Income: SDAO - Lability Insurance / Refund	\$597.00	\$40,690.01
Expense: Central Electric Co-op (Light)	\$14.80	\$40,675.20
Expense: Verizon Wireless (cell phone)	\$26.25	\$40,648.95
Expense: SDAO - Insurance	\$2,328.00	\$38,320.95
Expense: Remington Paving - Surveying	\$2950.00	\$35,370.95
<b>Ending Balance as of MARCH 31 2022</b>		<b>\$35,370.95</b>
<b>Less OBLIGATED DEBT</b>	<b>\$631.00</b>	<b>\$34,739.95</b>

## SAVINGS ACCOUNT

Special Road District - Remington Road Paving (Savings Account)

<b>Beginning Balance as of MARCH 1, 2022</b>		<b>\$25,403.40</b>
Income: Alfred & Pat Cody - Property Owner	\$100.00	\$25,503.40
Income: Can/Bottle Drive 2/14	\$758.00	\$26,261.40
Income: Pending Interest (pending)	.19 cents	\$26,261.59
<b>Ending Balance as of FEBRUARY 28, 2021</b>		<b>\$26,261.59</b>

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***MOTION:** A motion was made by Debbie Kowalski to approve the “Amended” January, February and March 2022 Treasurer’s Reports as submitted. Seconded by Dan Trump. The motion passed by a majority vote: Yay 2 / Nay 0*

### WRITTEN / EMAIL CORRESPONDENCE / PHONE MESSAGES

- 1) Email: Larry Bur / Mailbox / Magnum Court
- 2) Email: Lealand Sherman emailed for an update, but when the email was returned to him, it was full. Could not leave a message.

### OLD BUSINESS

- 1) Update: GRADER MAINTENANCE
  - a. **Grader Operator Training** – David Chamberlain gave an update on the training session with the grader, plus gave a maintenance report.
  - b. **Labels for Lights:** David commented that he needs a label maker so he can make labels for the lights switches in the grader. Mary Schnetzky said she had one. She would see if it would work to make labels. Grader chains would be held off until this fall.
  - c. **Grader Expense Report:** Debbie submitted an expenditure report for the Grader. This way the board can monitor the expenses.
    1. July 1, 2017, to June 30, 2018: \$14,782.86 (Included purchase cost)
    2. July 1, 2018, to June 30, 2019: \$7,476.71
    3. July 1, 2019, to June 30, 2020: \$23,415.87
    4. July 1, 2020, to June 30, 2021: \$3,177.13
    5. July 1, 2021, to June 30, 2022: \$1,840.92 to date
      - a. **TOTAL COST: \$50,693.47 TO DATE**

The PLA1-SRD Board needs to determine are we in the Road Grader Maintenance business, or would this money be better spent on roadway improvements. The PLA1-SRD Board would appreciate feedback/comments from the property owners.

- d. WATER TRUCK MAINTENANCE

Since the Water Truck needs repair, and it’s only been used twice since purchased on August 10, 2013, plus the added costs of maintenance, it was decided it was time to sell this equipment. The Water Truck was purchased from Gary Gerads for \$2500.

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- a. David Chamberlain and Todd Deardorff commented that they would recommend selling it for \$5000 or OBO. David could possibly be flexible on the cost, down to \$4500. Otherwise, if the offer was lower, the offer would be brought back to a PLA1-SRD Board meeting for discussion and a decision.
- b. It was discussed that David Chamberlain post a sign on or near the Water Truck. Debbie Kowalski will post an ad on Craigslist plus anywhere else felt appropriate.

***MOTION: Debbie Kowalski make a motion to sell the 1970 Freightliner Water Truck for \$5000. Once sold, the proceeds would be appropriated back into the “Material & Services” Fund. Dan Trump seconded the motion. The motion passed by a majority vote: Ayes 2/Nay 0***

### 2) Update: Insurance:

- a. Dan Trump gave a report/summary of our SDIS Insurances during his Treasurer’s report.

### 3) Update: SDAO Loan and Remington Road Paving Project

- a. There was discussion regarding the “Remington Road” paving project. The board members present felt that due to the high cost of oil, that they felt that paving this year would not be cost effective. With the high costs of oil, we wouldn’t be able to pave much of the roadway. However, the board felt they needed to do some sort of improvement on this portion of the roadway this year. It was preferred by the board to pay for this improvement with cash, if possible, not a loan. After discussion, the following was requested:
  - a. Get one or two “Estimates” on grinding up all the old chip seal on Remington Road from Davis Loop all the way to Glock Street to a depth of 6”, plus adding the minimal amount of rock for now, plus roll the rock to pack down on the roadway, plus water down the rock to pack it down.
  - b. Debbie Kowalski would follow up on obtaining bids.

### 4) Update: FLAP Program (Oregon Federal Lands Access Program)

- a. Dan Trump gave a summary of the meeting with BLM
- b. During this meeting they learned about the FLAP program may or may not provide the cost for paving all of Remington Road from Davis Loop, all the way up to the cattle guard where it enters BLM property. Of course, we will ask for as much as possible. There is a matching sliding

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scale program as well. They would only assist us with paving Remington because it would be beneficial for their BLM access. It is the ONLY access for BLM.

- c. A meeting has been scheduled with the Crook County Court to obtain a “Letter of Support” for this project. It is scheduled for Tuesday, March 29, 2022, at 9:00 a.m.
  - d. Once the letter of support is received from the Crook County Court, the PLA1 board also needs a letter from AOC (Association of Oregon Counties) to get a “Letter of Support” from their agency.
  - e. The Application also needs to get “Supported and Endorsement” by our local Prineville BLM Office, which they are in support of because it is their only access to the BLM parcel.
  - f. This application is due to the BLM Main office in Washington State no later than **April 6, 2022**.
  - g. There was discussion about a potential gate at the cattle guard. It was felt this would be discussed later.
- 5) **ROADWAY SPEEDER & RECKLESS DRIVING:**
- a. First, the **SPEED LIMIT** throughout the PLA1-SRD is **20 MPH**. We would appreciate everyone abiding to the speed limit.
  - b. However, from time to time, there are speeders and/or reckless drivers within our subdivision. The PLA1-SRD Board Members have no jurisdiction over speeders and/or reckless drivers. However, if you see and/or witness speeders or reckless drivers; this includes cars, pickups, trucks, UPS, Fed-Ex, dump trucks, 4-wheelers, Polaris vehicles, motorcycles, etc. This is how you can report it.
    - a. **CALL 911 IMMEDIATELY**
      1. Give the Sheriff as much information as possible. This includes:
        - a. License Number of Vehicle(s);
        - b. Color of Vehicle(s);
        - c. Take pictures, or better yet, take a video the incident.
        - d. Description of driver, if possible, plus any other person(s) involved. Is the driver a male or female?
        - e. Date, Time, and Location of the incident.

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### NEW BUSINESS

- 1) **FACEBOOK PAGE**: Courtesy reminder, please sign up on our FACEBOOK page so you can receive updates and notices from the PLA1-SRD. Search for **Prineville Lake Acres – Unit 1 – Special Road District**.
- 2) **2022/2023 BUDGET PUBLIC MEETINGS**: It's that time of year again. The budget public meetings will be held on the same day of our regular meeting dates. There will be meetings held in April, May and June. At the June meeting the board will adopt the new budget for the next fiscal year.
- 3) **MAILBOX KEYS**: The PLA1-SRD now has the keys for the mailboxes. After an extensive discussion, it was felt that the board cannot afford to purchase up to 14 new mailboxes. There was discussion on the number of CBU needed. It was decided that the Mailboxes are not our responsibility, and that it should all go back to the local POST OFFICE in Prineville. Debbie Kowalski will take everything back to the Post Office and deliver the message to Liberty. The cost for each CBU is  $\$1400 \times 14 = \$19,600$  plus the cost for more parcel boxes. Plus, the expense of concrete and protection poles, more lights, etc. If you should need a mailbox, you will need to contact Liberty at the Prineville Post Office. We would rather put our funds towards our roadways.
- 4) **POTLUCK / CLEAN UP**
  - a. It's time for the property owners to get together to clean up along our roadways within the subdivision. This is a great way to meet some of your neighbors.
  - b. It is scheduled for **May 14, 2022 at 8am**. Please make sure to mark your calendars for this cleanup.
  - c. After the cleanup, we will all meet at this year's HOSTS residence for a BBQ/Potluck. Thank you, David and Sharon Chamberlain, for HOSTING this year. Their address will be posted on the Community Board.
  - d. The PLA1-SRD Board will provide garbage sacks, bottled water, pop, hot dogs, hamburger, buns, beverages, etc. for the BBQ/Potluck. Property owners please bring a potluck dish or dessert. If you want an alcoholic beverage, please bring your own.
- 5) **PLA-SRD By-Laws**: There was discussion about reviewing our By-Laws to determine if any updates are needed. It was felt there are 2 or 3 items that need to be updated. Will review at a later meeting date.

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- 6) **TASK LISTS**: At the January meeting it was discussed to create some TASK LISTS for future projects. The following have been created:
- a. **ROADWAY PROJECTS**
    - i. Remove all trees from within the roadway rights-of-way. There is a 60-foot right-of-way for all roads within PLA1-SRD Boundary. Survey work may need to be done first.
    - ii. Ditching along the majority of roadways, where needed
    - iii. Install drive-way culverts
    - iv. Clean-out existing culverts
    - v. Fix and add Signage
  - b. **WEBSITE UPDATE:**
    - i. Looking for a person that would like to help with our website.
    - ii. Need to update and make the information user friendly for property owners to see what’s going on and what is planned to be done within the PLA1-SRD Boundaries.
- 7) **COMPLAINTS REGARDING ROADS**: There was discussion regarding a process for property owners to submit a complaint unanimously. It was felt that some people don’t feel comfortable coming forward if they had to disclose their personal information. If you should have/see an issue with the roadways within PLA1-SRD Boundary, you can submit a letter to the board. Send your complaint to the PLA1-SRD mailing address. Please describe what the issue is and where it located. The board will investigate it and send the property owner a letter, if needed.

A motion was made by Debbie Kowalski to adjourn the meeting at 5:30 p.m. Seconded by Dan Trump. The motion was passed by a majority vote: Yay 2 / Nay 0

Respectfully submitted,

Debbie Kowalski

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### ATTENTION PROPERTY OWNERS

It has come to our attention that many or all the lots, and some roadways within the PLA1 Subdivision, the property lines could be off. It's very important to make sure you do not build anything within the road right-of-way. The entire PLA1 Subdivision has 60-foot road right of ways. **DO NOT TRUST THE REBAR STAKES. MANY ARE NOT LOCATED WITHIN THE PROPER LOCATION.** When the opportunity comes and we can build wider roads in the future, the roadways are required to be 24-foot width, we will need that space for roadway surface, plus additional area for shoulders and ditching if needed for drainage. Plus, the roadway is not always in the middle of the right-of-way. The PLA1-SRD Board highly recommends the property owner contact a local surveyor for assistance before constructing buildings. The roadway may or may not be in the center of the road.

**Armstrong Surveying and Kelso Surveying are both located in Prineville, Oregon.**

### SETBACKS FROM THE PROPERTY LINE

All structures, no matter how big or small, have required setbacks from the property lines. Contact the Crook County Community Development Office in the Courthouse Building for more information. **We are in the RR(M)-5 zone**

### **18.40.040 Yard and setback requirements.**

In an **RR(M)-5 zone**, the following yard and setbacks shall be maintained:

(1) The **front setback** shall be a minimum of 20 feet from a property line fronting on a local minor collector or marginal access street ROW, 30 feet from a property line fronting of a major collector ROW, and 80 feet from an arterial ROW unless other provisions from combining accesses are provided and approved by the county.

(2) There shall be a minimum **side yard** of 10 feet for all uses, except in the case of a nonresidential use adjacent to a residential use the minimum side yard shall be 20 feet.

(3) The minimum **rear yard** shall be 20 feet.

**Your setback is measured from the edge of the 60-foot road right-of-way!**

### DRIVEWAYS

In addition, your driveway needs to meet certain standards and be inspected by the Crook County Community Development Department. Please contact them for an application and assistance. This helps to keep the rainwater on the side of the roadway instead of running down the roadway itself, especially if a culvert is required.