

Minutes for Timberland Acres Special Road District #1

April 28, 2018 at Juniper Ridge Road, Timberland Acres Subdivision

Trustees in attendance: Russell “Rusty” Britt, Chair
Charles “Charlie” Denham, Vice-Chair
Kristine Sleighter, Treasurer
Richard Wright, Clerk/Secretary
Rick Bowers, Culvert/Driveway Consultant

Call to Order, Confirmation of a Quorum:

Rusty called the meeting to order at around 10:00 am, and confirmed the presence of a quorum.

Minutes & Approval from January 27, 2018 meeting:

The Minutes had been handed out to the audience and the Board Members. After allowing some time for those present to be able to read them, Kristine moved “To approve the Minutes from January 27, 2018 as written”, second by Charlie, unanimous vote.

Treasurer’s Report & Approval:

Kristine had handed out copies to the Board and the audience present. She talked about the Third Quarter Financial Report, January, February & March 2018; the record of contractor invoices and invoices for road materials; the FY 2017/18 ledger of all checks written; and Navajo County Treasurer’s Monthly classification Summary which has been reconciled with the Board’s records. The Third Quarter ending balance on 03/31/18 was \$200,200.43. Kristine asked if anyone had any questions, no one had any. Richard moved “To approve the First Quarter Financial Report as written”, second by Charlie, unanimous vote.

Kristine reported that the Biennial Financial Review was completed by the Saunders firm, CPA and she presented the written Review to the Board. She discussed some of the findings, and reported that the Review reported nothing irregular or wrong with the Board’s financial statements. Kristine asked that anyone who is interested to please read the Review. There was a discussion that the Board should begin using Quickbooks instead of Excel and that we should have a Road Board laptop for this and other Road Board financial work. After that discussion, Rusty moved “To authorize Kristine to purchase a laptop and Quickbooks software not to exceed the price of \$1,500.00”, second by Rick, unanimous vote.

Kristine reported that the Insurance was renewed at the same price as last year and that there were no changes in coverage. She said she had the Policy if anyone wanted to look at it.

Kristine presented a proposed 2018/2019 Budget, the total amount Budgeted is \$70,000. After a discussion, Richard moved “To approve the 2018/2019 Budget as presented”, second by Charlie, unanimous vote.

Culvert Report:

Rick reported that he had been inspecting the culverts and he had looked at 27 so far. He reported that some places - where there are 2 culverts - one of them is partly clogged. There was a discussion of this with the audience and the Board. In some places there are two culverts because the first one was too low or not functioning, and then a second one was installed. The Board left the oldest of the two culverts in place also. Rick also discussed that some culverts have been partly crushed on the end from people running over them and he would report which ones they were to the Board so Cameron Crandall our Contractor could fix them.

Road Maintenance:

Rusty reported that maintenance and repairs are on-going. He reported that we saved money on snow removal this year because there wasn't much snow. There was a discussion about pot holes and the on-going work to fix them. Cameron explained hot and cold asphalt patching and what is done.

Rusty reported that he is still meeting with the County to try to get them to partner on some more chip-seal. There was a discussion about the new Road surface on Apache Trail. Rusty explained that it is asphalt millings, it is 6 inches thick, and that it is a good material for durability and cost, however, the quality varies. An audience member said Apache Trail looked good.

There was a discussion about the Five Year Plan and which roads would be chip sealed next, Bear Track was mentioned. We are waiting for the Water Board to install the new pipe under Bull Elk, then allowing some time for it to settle, before we can put the chip seal. There was a discussion about how the Road Board is supposed to maintain the Roads, and that the improvements are done by partnering with Navajo County.

Call to the Public:

Rusty asked if there was anyone from the Public who wanted to say something more. The public had already been giving input throughout the meeting. There was a representative from Timber Mesa Fire District who spoke about a community presentation he wanted to give about how to make our neighborhood safer from wild fire. There was a discussion with the audience. The presentation will be given in July, after the Road Board meeting is over, for about 30 minutes, as the pot luck picnic is beginning. There were no other comments from the public.

Adjourn:

Rusty moved to adjourn the meeting at around 10:35 am, second by Kristine, unanimous.