

**Minutes for Timberland Acres Special Road District #1**  
January 28, 2023 at TA Community Center, 6282 Juniper Ridge Road

Trustees in attendance: Darryl Sleighter, Vice-Chair  
Gerald “Jerry” Irving, Treasurer  
Richard Wright, Clerk/Secretary - Outgoing  
Kristine Sleighter, Clerk/Secretary - Incoming  
Charles “Charlie” Denham, Culvert/Driveway Consultant - Outgoing  
Cary Houser, Culvert/Driveway Consultant - Incoming

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**1. Call to Order and Confirmation of a Quorum.**

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

**2. Pledge of Allegiance.**

Darryl led the Pledge.

**3. Minutes from October 22, 2022 Meeting and Approval.**

Board members were presented a copy of the Minutes from the October (1<sup>st</sup> QTR, FY 2022-23) meeting. Darryl moved to accept the Minutes from October 22, 2022, second by Jerry, unanimously approved.

**4. Culvert/Driveway Report.**

Charlie reported no requests have been submitted for culvert installation/modification during the 2<sup>nd</sup> QTR. Attention will need to be paid to culverts which may have become clogged during winter snowfall, snow removal operations and subsequent thaw. Charlie reminded everyone the responsibility for maintenance of culverts resides with the homeowner. If the District must maintain or clear culverts which pose a hazard to the road, the homeowner will be charged the maintenance cost.

**5. Election Update; Appoint Qualified Member(s) to the Board; Accept Board Member(s) Resignation(s); Newly Appointed Board Member(s) Swear In; Board Member Duties and Responsibilities and OML.**

Darryl identified Navajo County Elections Office received no candidate applications for three upcoming vacancies from the community. Therefore, the March 2023 election has been cancelled.

Darryl discussed the intent to resign given by Charlie in October 2022. Darryl asked the audience for volunteers. Mr. Cary Houser voiced his interest. Darryl verified Mr. Houser met the qualifications\*. Darryl motioned Mr. Houser be appointed as a Board Member, second by Jerry and unanimously approved. Mr. Houser was administered the Oath of Office by Richard. An Open Meeting Law (OML) reference sheet was presented to Mr. Houser with recommendation to familiarize himself with OML rules. Darryl and Board Members acknowledged Charlie for his tireless service to the Board and community in various positions through the years. Darryl motioned to accept Charlie’s resignation which was unanimously approved.

Darryl discussed the intent to resign submitted by Richard on October 24, 2022. Darryl asked the audience for volunteers. Ms. Kristine Sleighter voiced her interest. Darryl verified Ms. Sleighter met the qualifications\*. Darryl motioned Ms. Sleighter be appointed as a Board Member, second by Jerry and unanimously approved. Ms. Sleighter was administered the Oath of Office by Richard. Darryl then moved to accept Richard’s resignation which was unanimously approved. An Open Meeting Law (OML) reference sheet was presented to Ms. Sleighter with recommendation to familiarize herself with OML rules. Darryl and Board Members acknowledged Richard for his long (over 12 years) and tireless service to the Board and community. Darryl motioned to accept Richard’s resignation which was unanimously approved. Richard identified historical documents he returned to the control of the Board. This consisted of road maps, one carrying filecase filled with documents and four three ring binders.

Darryl identified the Chairman position has remained vacant since July 2022. Darryl asked Board Members if anyone was interested in filling the Chairman position. No members indicated interest. Darryl motioned to appoint himself to fill the position of Chairman and the Vice-Chair will become vacant. Second by Kristine and unanimously approved.

Darryl identified the Culvert/Driveway vacancy, Cary volunteered to fill the position. Darryl motioned to appoint Cary to fill the Culvert/Driveway position. Second by Kristine and unanimously approved.

Darryl identified the Clerk/Secretary vacancy, Kristine volunteered to fill the position. Darryl motioned to appoint Kristine to fill the Clerk/Secretary position. Second by Jerry and unanimously approved. Darryl identified the TASRD#1 Policies and Procedures document covers all duties and responsibilities for each Board Member position and may be found on the Timberland Acres webpage.

Jerry acknowledged he will remain appointed to the position as Treasurer for the duration of his term. Darryl reminded Jerry to notify Navajo County and the Bank of the Board Member changes.

\*Qualified Elector: 1. Owner of a property in Timberland Acres. 2. Primary residence is in Navajo County.

#### **6. Treasurer's Quarterly Financial Report to board.**

Jerry presented the Quarterly Report (2<sup>nd</sup> QTR, FY 2022-23). Jerry reported the current balance as \$208,327.04. Jerry identified material (~15K) and labor costs (~5K) preparing Bull Elk for the upcoming chip seal project. He invited people to examine the 2<sup>nd</sup> QTR report. Darryl motioned to accept the financial report, second by Cary and unanimously approved.

#### **7. Bull Elk Chip Seal Project**

The Bull Elk chip seal project is planned to begin at the intersection of Juniper Ridge working north along Bull Elk during the spring/summer of 2023. Darryl discussed how the scale of this project lends itself to seek open bids not only from the greater White Mountain business community but adjoining communities not readily reached through announcements during a closed bid published in the White Mountain Independent. Historical experience with the closed bid process for this type work does not render a pool of qualified and cost effective options for the Board to choose from. Darryl motioned to place an open request for proposal notice in the White Mountain Independent and the Arizona Republic for a two-week duration. The open request for proposal will be for completion of 50% and 100% of the Bull Elk chip seal project. All technical questions and requests to view Bull Elk work area will be directed to Cameron Crandell. Further, the Board and Cameron will reach out to businesses the District has received chip seal work from in the past to solicit quotes/estimates. The purpose is to maximize the quantity/quality of quotes/estimates received for the Bull Elk chip seal project which will be reviewed during the April 2023 board meeting. Second by Cary and unanimously approved. Darryl will place the ad for two-week duration in the WMI and the Arizona Republic and submit the receipt to the Treasurer for reimbursement.

#### **8. Call to the Public:**

A resident reported damage to the road at the intersection of Rainbow Trail and Navajo Trail made by a private company performing private work not related to the district. The resident stated she personally witnessed the damage occurring and took photographs. The resident will email photographs to Cary clearly showing the damage to the road as well as the company information.

A resident reported a large pile of snow was deposited on Navajo Trail during snow removal operations.

**12. Adjourn.** Darryl moved to adjourn, second by Jerry, unanimously approved.