MEETING MINUTES

MIDDLE RIVER COMMUNITY SERVICE DISTRICT

311 Main St. West Point, CA 95255

Date:	May 10th 2025
Time:	10:03 am
Meeting called to order by:	Dustin Boyle, President

PLEDGE OF ALLEGIANCE

IN ATTENDANCE:

Robin Heinrich – Board Member
Clay Westlake – Vice President
Dustin Boyle – President
Elaine Ras – Board Member
(Absent: Jim Heilbronner- Treasurer)

Ken Bender – General Manager

APPROVAL OF MINUTES

The meeting minutes from February 2025 were read.
Motion to Approve: Clay Westlake
2nd: Elaine Ras
Motion passed Unanimously

Note: Dustin added the following information as updates to the minutes as read: The amount for filing costs associated with Measure E ended up being much less than originally reported. The matter of Insurance will be discussed further during the current May meeting.

Treasurer Report

Jim Heilbronner was absent from the meeting but submitted two reports, one for each bank account, both reconciled to May 3rd 2025.

There was no change to the general account since the February 2025 meeting.

The general account stands at $16,782.96.

The only change to the landslide account was $1,398.75 to the Calaveras County Public Works for a permit application.

The landslide account stands at $8,451.43.

Reports attached.

Motion to approve May 10th Treasurer Report: Clay Westlake

2nd: Robin Heinrich

Motion passed unanimously

ROad Report

Ken Bender read through the report he submitted to the board. See attached for full report.

- Crack sealing has been finished for the year. There may be enough material to use next year.
- Plans for chip and seal along the roads are set for June 12th and 13th
- Vegetation and ditch management is an ongoing issue and it is reported that many residents are not maintaining their properties responsibly.
- Alternate emergency fire evacuation routes were discussed and Ken reported that he has spoken to a few property owners that would allow traffic to utilize roads for safety purposes in case of emergency. He has specifically suggested repairing a road on the property of Tressa Gonzalas.
- Ken proposed a temporary emergency bridge over the upper Barney landslide area. Will report more on it at a later meeting.
- Ken reported that the paving of Patricia and Barbara would cost approximately $50,000 and he would suggest using tax funds for that project when the board decides to move forward.
- Ken Requested funding in the amount of $5,870.00 for tractor work on Tressa Gonzalas' property ($500.00) and supplies/materials for chip and seal ($5,370.00).

Clay Westlake motioned to approve the purchase of chip and seal materials and the requested tractor work on the Gonzalas' property in the amount of $5,870.00, to be paid out of the road maintenance budget.

Robin Heinrich 2nd

Motion passed unanimously.

LABOR RATE INCREASE

Ken Bender requested that the board adopt an increase on labor rates. The current labor rate of $20/hr is not in line with current rates for similar work. Ken requests an increase to $25/hr.

Dustin Boyle motioned to increase the labor rate approved by the board, to $25 per hour.

Clay Westlake 2nd
Motion passed unanimously

FEMA/CalOES REPORT

UPDATE ON LANDSLIDE ENGINEERING REPORT

Jim Heilbronner submitted a financial report reviewing the AP/AR status of the funds for the landslide cleanup and repair.

Motion to approve Report: Clay Westlake

2nd: Elaine Ras

Motion passed Unanimously

MOTION E

Dustn thanked everyone for their hard work in getting Measure E passed. Plans for the funds were discussed previously during the Road Report. To get the measure on the ballot, cost approximately $3,000.00. The board was under the impression that it would be significantly less than that and would like to inquire further about getting some of those funds back.

Motion to approve further inquiry into the possible refund of funds to get Measure E on the ballot: Robin Heinrich

2nd: Elaine Ras

Motion Passed Unanimously

NEW BUSINESS

Ken Bender asked that a sub committee be formed to organize a community picnic. There was some concern by a board member about the time and funding that goes into that type of event. It was decided the outreach opportunity outweighed the time and money it would take to host the event. Special Meeting set for March 28th 2025.

Robin was concerned about the board's involvement in the cleanup and repair of the landslide when there are private properties included. She wanted to have the board held harmless for any activities that involve activities outside the board's jurisdiction. She asked that it be added to the next agenda.

Ken also brought up the boards responsibility to uphold and comply with the Brown Act. Dustin will share a link to members to a YouTube Video that will go over requirements of the Brown Act for board members to refer to.

There was a request from Ken to possibly host a community meeting where the Neighborhood Watch could be brought up with possible LEO support for inquiries from the community. This was also requested to be added to the next meeting agenda.

Motion to Approve Next Meeting Agenda Items: Clay Westlake

2nd: Robin Heinrich

Motion Passed Unanimously

Discussion About Insurance

Robin wanted to have the board look into additional insurance to protect board members while fulfilling their duties. There may be an additional cost for the coverage.

Motion to Review Additional Insurance Coverage: Robin Heinrich

2nd: Clay Westlake

Motion Passed Unanimously

Comments – Public Forum

Motion to Adjourn @ 12:01pm: Robin Heinrich
2nd: Clay Westlake
Motion Passed Unanimously