

MEETING MINUTES

MIDDLE RIVER COMMUNITY SERVICE DISTRICT

311 Main St. West Point, CA 95255

Date: May 2nd 2026

Time: 10:06 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

Jim Heinrich – Treasurer **ABSENT**

Elaine Ras – Board Member

Ken Bender – General Manager

APPROVAL OF MINUTES

The meeting minutes from February 2026 were read.

Motion to Approve: Robin Heinrich

2nd: Clay Westlake

Motion passed unanimously

The meeting minutes from April 2026 were read.

Motion to Approve: Robin Heinrich

2nd: Clay Westlake

Motion passed unanimously

ROAD SUPERVISOR STATUS & INTERIM LEADERSHIP

Rudy Gonzales was not present at the meeting and was unable to be sworn in as Road Supervisor.

BYLAW AMENDMENTS & JOB DESCRIPTIONS

Review of job descriptions (president, vice-president, secretary-treasurer, general manager, road committee) was discussed and Dustin informed the board that the updated roles had been published on the website. Ken Bender had some concerns about the titles of certain positions and asked that the bylaws be updated to reflect the correct titles as well as updates to the parcel rates. NM volunteered to review the bylaws and present a redline version of proposed changes to allow the board to review and vote on at a special meeting. A work party to clean up the Rossi property was held in appreciation of all the help they have provided. Again, a call for more volunteers was voiced.

Motion to Approve: Robin Heinrich

2nd: Clay Westlake

Motion Passed Unanimously

ROAD PROJECT PLANNING & PRIORITIZATION

There was an email sent to Dustin from FEMA and they were requesting some documentation that did not seem pertinent to the slide repair project. The email went on to list the priority of which projects are funded through the organization. Dustin had spoke to a community member and she had brought him a grant opportunity through the DOT. Eligibility criteria for the funding include being in an under-served, rural community. After reading the requirements, Dustin was going to look further into the funding terms and move forward with applying if approved to do so by the board.

Ken reported that weeds had come up after the last rains. He projects that 2 loads of rock are needed and he had shown Jesse Madera how to mark the road for chip & seal work. Ken offered to help the new road manager adhere to the bylaws and maintain a progressive project plan each year. Robin had asked if there was a map of the culverts throughout the community and if they were all marked. There is a map that needs updated. The dirt roads had just recently been dragged.

Ken had brought up the crack sealing and the chip and sealing but without a financial report, no decisions could be made at this time.

Procurement of maintenance equipment may be beneficial to the road district. Possibly a tractor with a snowplow attachment. Will revisit this at the next meeting.

Wyatt Koon brought a handout to discuss the signage needed throughout the community. Wyatt had some suggestions on what signs were needed on the community roads. The prices of the signs were reasonable. The board will consider purchasing signs when a full count is made and a financial report is available to designate funds.

Robin Heinrich motioned to apply for funding opportunities through the SS4A Grant.

2nd Clay Westlake

Motion Passed Unanimously

BUDGET REVIEW & FINANCIAL REPORT

No financial report was submitted for review.

NEW BUSINESS

WILDFIRE PREPARATION

Through the Firewise website, there is an opportunity to create a committee within the MRCSD community. Participation may open up more grant opportunities for the board. Burn season is almost over, permits are required at this time.

MAILBOX CLUSTER

The information gathered since the last meeting included the community's responsibility of upkeep and protection. Robin listed off some of the information she had obtained from other neighboring communities that had the cluster mailboxes.

Robin Heinrich motioned to continue discussion in regards to the cluster mailboxes.

2nd Clay Westlake

Motion Passed Unanimously

PICNIC PLANNING

There was nit a huge response to the survey sent out to community members. Dustin recommended using the board's Facebook page for posting information There will be another special meeting where additional planning can be discussed. The date of the picnic was selected. July 11th 2026 is the projected date of the community picnic at this time. Ken Bender was appointed as the picnic chairman.

Clay Westlake motioned to select July 11th 2026 as the date of the community picnic.

2nd Robin Heinrich

Motion Passed Unanimously

BOARD MEMBER COMMENTS

Ken Bender requested more volunteers and support from community members.

PUBLIC COMMENT

Sean Brandenburg requested a culvert on his road. The request will be added to the next meeting.

Clay Westlake requested assistance with road maintenance on the only road that leads off his property at this time. Additional weed eating and repairs will be done on the evacuation road.

Adjournment: 11:41 am

Respectfully Submitted

Nikki Munholand – Recorder

Date

Approved By

Dustin Boyle – Board President

Date