

**NOB HILL/HUNTER HILL ROAD
SPECIAL ROAD DISTRICT
MINUTES OF MEETING APRIL 23, 2025
Melrose Grange
6:00 PM
Approved: 6/19/2025**

Present: Kathy Haskins, Dennis Eberhardt, Laila Eberhardt, Sis Heath, Mark Johnson, Vernessa Johnson, Sharon Sawicki, Sandra Christiansen, Rob Horn, Amy Wise, Skip Wise, Jordan Goodson

Dennis Eberhardt called meeting to order at 6:00 PM.

This is the first regular district meeting of the Nob Hill Road Special Road District (NHRSD). It is held in two-parts in order to maximize attendance. The purpose of these first meetings is to listen to the homeowner group to understand the main organizational issues in preparation for a member-wide vote to determine certain foundational organizing issues to be detailed in the NHRSD BY LAWS.

Dennis explained that the initial focus of the District is twofold: 1. Address immediate road maintenance issues and 2. Organize the District.

- Apportionment of Votes.
- Apportionment of Fees.

Installation of Officers. The first slate of Officers, who were appointed by the County Commissioners, for an initial one-year term. Kathy Haskins administered an oath of office for Dennis Eberhardt - President, Cecelia "Sis" Heath - Treasurer and Vernessa Johnson - Secretary.

There was a suggestion raised by attendees that the number of officers be expanded to 5. The main issue appeared to as a safeguard against favoritism. It was decided that, ORS permitting, this issue would be included in the above-mentioned member-wide vote.

Dennis announced that we have been granted a Special Road District and that this is a public meeting and we have a lot of organizing to do:

- a) By Laws for the District
- b) Fees for road maintenance
- c) Voting
- d) Budget
- e) Bank account

By Laws were discussed and how to keep them as simple as possible but also to cover any specifics that may arise in the future.

Apportionment of Votes was discussed. The consensus of the group was that each property of record, as defined by the assessor's map, be afforded one-vote, as opposed to other methods.

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This would give owners of multiple properties multiple votes. To be addressed further is format of ballot, absentee ballot, proxy ballot.

Apportionment of Fees was discussed. This group consensus was to maintain a flat-rate fee across each property. It was also generally agreed that multiple properties, regardless of contiguity with another owned property, would be assessed a separate and equal fee in accordance with their vote apportionment. That is, the owners of a single property would have a single vote and a single fee. Owners of two properties would have a two votes and two fees, and so forth.

Non-payment of fees was discussed. This group would like to keep it as humanitarian as possible. A three-step process was suggested, i.e., bill for fee, first notice of delinquent, second notice and third being a lien placed on property for amount owed plus fees. This issue would also be an inclusion in the BY LAWS and subject to its approval.

Budget. An Ad-hoc Operations Committee (road maintenance) will be the oversight of road maintenance needs, get quotes, oversee the work performed, etc. Road maintenance is a priority at this point. Skip Wise, Todd Vogt and Loren Watters have volunteered to perform this function and bring back an assessment of immediate needs (over next 6-months) and cost estimates for the purpose of budgeting.

Finance. Kathy Haskins reported that there is a balance of \$2631.57 in our account. Kathy has kept scrupulous records that are available for anyone to review. Upon the formation of a District Bank Account, these funds will be transferred to the District.

- **Motion.** Kathy Haskins made a motion that Nob Hill Road Special Road District establish a checking account at a bank to be selected by the treasurer.
 - Sis Heath seconded motion.
 - Motion carried by unanimous vote of Officers.

Dennis stated that we have a Tax Identification Number (TIN) and official declaration of establishment by the County. With this motion Sis can proceed to open the account.

Meeting was adjourned at 7:25 PM. Next meeting to be held Sunday, April 27th at 2:00 PM at the Grange in Melrose.

Respectfully submitted,

Vernessa Johnson
Secretary