

# A G E N D A

## HIDDEN VALLEY DOMESTIC WATER SUPPLY COUNTY SERVICE DISTRICT GOVERNING BOARD

January 15, 2019

Benton County Board of Commissioners

Board Meeting Room

205 NW 5th, Corvallis

*(Chair May Alter the Agenda)*

**Those wishing to speak should sign the attendance sheet – Thank you.**

### **I. Comments from the Public**

### **II. New Business**

2.1 Election of Chair and Vice Chair

### **III. Consent Calendar (The Consent Calendar is Approved With One Motion)**

3.1 Order in the Matter of Designating an Official Newspaper for the Hidden Valley Domestic Water County Service District Governing Body for 2019 – *Teresa Farley, Board of Commissioners*

3.2 Order in the Matter of Setting the Hidden Valley Domestic Water County Service District Governing Body Meeting Schedule for 2019 – *Teresa Farley, Board of Commissioners*

3.3 Approval of the June 19, 2018 Meeting Minutes

### **IV. Other**

ORS 192.640(1)” . . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.”

# Agenda Checklist

## Benton County Board of Commissioners



Suggested Agenda Date	1/15/2019 <a href="#">View Agenda Tracker</a>
Suggested Placement	County Service District
Submitted By	FARLEY Teresa
Department Submitting *	BOARD OF COMMISSIONERS
Contact Person *	Teresa
Phone Extension *	6890
Person Attending BOC Meeting *	Commissioners

### Agenda Item Details

**Title \*** Order in the Matter of Designating an Official Newspaper for the Hidden Valley Domestic Water Supply County Service District for 2019

**This Item Involves \*** Check all that apply

- Appointments
- Budget
- Contract/Agreement
- Discussion and Action
- Discussion Only
- Document Recording
- Employment
- Notice of Intent
- Order/Resolution
- Ordinance/Public Hearing 1st Reading
- Ordinance/Public Hearing 2nd Reading
- Proclamation
- Project/Committee Update
- Public Comment
- Special Report
- Other

**Estimated Time \*** 2 min

**Board/Committee Involvement \***  Yes  No  Not Applicable

**Advertised \***  Yes  No  Not Applicable

**Identified Salient Issues \***

Oregon Revised Statute 193.020 requires various County Departments to publish legal notices in a designated official county newspaper. The CSD originally designated the Corvallis Gazette Times as the official county newspaper in 2019.

While there are two newspapers of note in Benton County, the Corvallis Gazette-Times reaches the largest population of the county. Both the Corvallis Gazette-Times and the Albany Democrat-Herald are notified of the Hidden Valley Domestic Water Supply County Service Districts' calendar as needed. This notification applies only to those items that are required to be legally notified by State Statute.

The option to extend an advertised item to other publications is exercised by most departments when it is deemed necessary. Designating an official newspaper requires that every item that meets statutory requirement must be advertised in all designated newspapers. As noted under fiscal impact, it is costly to run display ads.

**Options \***

- 1) Designate the Corvallis Gazette-Times as the official CSD newspaper.
- 2) Designate the Corvallis Gazette-Times and the Albany Democrat-Herald as the official CSD newspapers.

**Staff Recommendations \***

Staff recommends Option 1.

**Meeting Motions \***

I move to ...

I move to adopt the Order designating the Corvallis Gazette-Times as the official Hidden Valley Domestic Water Supply County Service District newspaper for legal publication for 2019.

**Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

3.1 Hidden Valley Newspaper ORDER.pdf

108.75KB

**Approvals**



Signature - Department

*TELESA FARLEY*

Signature - County Counsel

Sign

Signature - Finance

Sign

Signature - HR

Sign

Signature - CA

*TF for Joe Kenby*

Signature - BOC

*TELESA FARLEY*

**BEFORE THE HIDDEN VALLEY DOMESTIC WATER SUPPLY  
COUNTY SERVICE DISTRICT  
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Designating an Official            )**  
**Newspaper for the Hidden Valley Domestic    ) ORDER No. D2019 - 018**  
**Water Supply County Service District            )**

THE ABOVE ENTITLED MATTER COMING NOW FOR THE CONSIDERATION  
OF THE BOARD

THAT pursuant to Oregon Revised Statutes 193.020 it is necessary for various  
departments of the County to publish legal notices in designated official county newspapers.

THEREFORE, IT IS HEREBY ORDERED that the *Corvallis Gazette Times* is  
designated as the official Hidden Valley Domestic Water Supply County Service District  
Governing Body newspaper for legal publications.

Adopted this 15<sup>th</sup> day of January, 2019.

Signed this 15<sup>th</sup> day of January, 2019.

HIDDEN VALLEY DOMESTIC WATER SUPPLY  
COUNTY SERVICE DISTRICT

\_\_\_\_\_  
Annabelle Jaramillo, Chair

\_\_\_\_\_  
Pat Malone, Commissioner

\_\_\_\_\_  
Xanthippe Augerot, Commissioner

# Agenda Checklist

## Benton County Board of Commissioners



Suggested Agenda Date	1/15/2019 <a href="#">View Agenda Tracker</a>
Suggested Placement	County Service District
Submitted By	FARLEY Teresa
Department Submitting *	BOARD OF COMMISSIONERS
Contact Person *	Teresa
Phone Extension *	6890
Person Attending BOC Meeting *	Commissioners

### Agenda Item Details

**Title \*** Order in the Matter of Setting the Hidden Valley Domestic Water Supply County Service District Governing Body Meeting Schedule for 2019

**This Item Involves \*** Check all that apply

- Appointments
- Budget
- Contract/Agreement
- Discussion and Action
- Discussion Only
- Document Recording
- Employment
- Notice of Intent
- Order/Resolution
- Ordinance/Public Hearing 1st Reading
- Ordinance/Public Hearing 2nd Reading
- Proclamation
- Project/Committee Update
- Public Comment
- Special Report
- Other

**Estimated Time \*** 2 min

**Board/Committee Involvement \***  Yes  No  Not Applicable

**Advertised \***  Yes  No  Not Applicable

**Identified Salient Issues \*** The Hidden Valley Domestic Water Supply County Service District Governing Body is required by State Statute to set a regular business-meeting schedule to ensure adequate public notice of the meetings. The Hidden Valley Domestic Water Supply County Service District Governing Body normally establishes the meeting schedule at the first meeting held in January. The attached order sets the meeting schedule for 2019.

**Options\***

1) Approve the order establishing in the Hidden Valley Domestic Water Supply County Service District Governing Body schedule, as necessary, on the first, second, third and fourth Tuesday and/or other times as needed, time and place as noticed per ORS 192.640.

**Staff Recommendations\***

Staff recommends Option 1.

**Meeting Motions\***

I move to ...

I move to adopt the Order establishing the regular business-meeting schedule for the Hidden Valley Domestic Water Supply County Service District Governing Body for 2019.

**Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

3.2 Hidden Valley Schedule ORDER.pdf

108.32KB

**Approvals**



Signature - Department

*TEJESA FARLEY*

Signature - County Counsel

Sign

Signature - Finance

Sign

Signature - HR

Sign

Signature - CA

*JF for Joe Kerby*

Signature - BOC

*TEJESA FARLEY*

**BEFORE THE HIDDEN VALLEY DOMESTIC WATER SUPPLY  
COUNTY SERVICE DISTRICT  
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Setting the Meeting        )**  
**Schedule of the Hidden Valley Domestic    )**        **ORDER No. D2019 - 019**  
**Water Supply County Service District     )**

THE ABOVE ENTITLED MATTER COMING NOW FOR THE CONSIDERATION OF THE BOARD AND,

IT APPEARING to the Board that it is in the best interest of the Hidden Valley Domestic Water Supply County Service District for the Governing Body to meet regularly and publicly.

THEREFORE, IT IS HEREBY ORDERED that the Hidden Valley Domestic Water Supply County Service District Governing Body will meet on the following schedule:

As necessary, on the first, second, third and fourth Tuesday and/or other times as needed, time and place as noticed per ORS 192.640.

BE IT FURTHER ORDERED that this schedule shall remain in force until superseded.

Adopted this 15<sup>th</sup> day of January, 2019.

Signed this 15<sup>th</sup> day of January, 2019.

HIDDEN VALLEY DOMESTIC WATER SUPPLY  
COUNTY SERVICE DISTRICT

\_\_\_\_\_  
Annabelle Jaramillo, Chair

\_\_\_\_\_  
Pat Malone, Commissioner

\_\_\_\_\_  
Xanthippe Augerot, Commissioner

**MINUTES OF THE MEETING  
HIDDEN VALLEY DOMESTIC WATER SUPPLY COUNTY SERVICE DISTRICT  
GOVERNING BOARD**

**June 19, 2018**

**Board of Commissioner's Building  
205 NW 5<sup>th</sup> Street, Corvallis, Oregon  
12:00 p.m., Board Room**

**Present:** Xanthippe Augerot, Chair; Annabelle Jaramillo, Commissioner; Anne Schuster, Commissioner; Vance Croney, County Counsel; Joe Kerby, County Administrator

**Staff:** George Looney, Public Works; Lili'a Neville, Public Information Officer; Mary Otley, Debbie Bauer, Jennifer Ryun, Rebecca Seymore, Finance; JonnaVe Stokes, BOC Recorder

**Guests:** Bennett Hall, Gazette Times

Chair Augerot called the meeting to order at 1:03 p.m.

**I. Comments from the Public**

No public comment was offered.

**II. Consent Calendar (the Consent Calendar is approved with one motion)**

**2.1 Minutes of the January 2, 2018 Meeting**

**MOTION:** Schuster moved to approve the Consent Calendar of the June 19, 2018 Board Meeting. jaramillo seconded the motion, which **carried (3-0)**.

**PH1 In the Matter of Adopting the Hidden Domestic Water Supply County Service District Budget for FY 2018-2019 – Joe Kerby, County Administrator; Mary Otley, Finance Director**

Open 1:03pm

Approved by BC 5/8/18

Adopt approved budget or modify within or budget law, cannot increase by more than 10%.

No changes proposed by the committee.

Closed 1:04pm

Next year tax authority will begin

**MOTION:** Jaramillo moved to approve Resolution R2018-015 adopting a budget and making appropriations for the Hidden Valley Domestic Water Supply County Services District for the FY 2018-2019, effective July 1, 2018. Schuster seconded the motion, which **carried (3-0)**.

**III. New Business**

**3.1 Discussion and Decision in the Matter of Establishing Water Rates for the Hidden Valley Domestic Water Supply County Service District Water Users – George Looney, Public Works**



Establish water rates. Met with advisory committee proposing raising the fixed rate 56 and 14 \$ to raise by \$10 per mth and not levy a tax at this point. May be revising this rate to a consumption based rate instead of a fixed rate. Small districts with 14 meters, will take time to build up a reserve. All were notified in their bill at the beginning of the month. Were paying \$18 per month and was then changed to \$30. Need to develop a water management plan and develop a long term plan. This district has decided on a tax, but has not levied it yet. Before the district was formed the County provided the water.

**MOTION:** Jaramillo moved to approve Order D2018-064 establishing water rates for the Hidden Valley Domestic Water Supply County Service District water users, effective July 1, 2018. Schuster seconded the motion, which **carried (3-0)**.

#### **IV. Other**

No other items were discussed.

#### **V. Adjournment**

Chair Augerot adjourned the meeting at 1:10 p.m.

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Xanthippe Augerot, Chair

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JonnaVe Stokes, Recorder