



Serving the Communities of Beavercreek, Carus, Echo Dell & Fishers Corner

Board Meeting – August 18, 2022
7:00 p.m. **VIA ZOOM**
MINUTES

7:01 P.M.

Board Attendees: Tammy Stevens (Chair), Bill Merchant (Vice-Chair), Kenny Sernach (Director at Large), Jack Hipp (Director at Large), Jessica Sernach (Secretary, Speaker & Corresponding Secretary), Joe Matteo (Director at Large), Mark Hillyard (Director at Large) and Cheryl Buchert (Treasurer).
All Board Director present
Katrina Day is a guest panelist for this meeting.

Jack announced that he wishes to resign from the Board effective immediately. He shared how it's been a great pleasure to serve the community and expresses he will continue to participate in the Hamlet. His final request is: Joe Matteo, please get the "Welcome To" sign mounted.

1. Land Use Applications:

- a. Z0358-22 Anna & Robert Murray, 22059 S Essig Lane, Beavercreek, zoned Rural Area Residential 2, 1.96 acres, requesting a new temporary home for care.
 - i. Tammy provided an overview of the application. There haven't been any comments to date.
- b. Z0372-22 Alexander Shah, 18531 S Upper Highland Road, Beavercreek, zoned EFU, 39 acres, requesting to replace dwelling on EFU and maintain current dwelling as an accessory building.
 - i. Tammy provided an overview of the application. This is similar to a previous application received. Similar questions have been received around what does it mean to be an accessory dwelling. Tammy will invite the applicant to the next community meeting to answer any questions.

2. Land Use Activities/Decisions:

- a. Z0439-21 Enoch & Danielle Man, 20750 S Beavercreek Road, Oregon City, zoned RRFF5, 56.72 acres, requesting a removal of historic overlay. BCC Hearing 1/19/22, approved with conditions. Appealed to LUBA. County pulled back. 7/14 County attorney submitted red line to BCC at 7/14 Business Meeting; held over to 7/21 Business Meeting. BCC approved again & appealed to LUBA again.



3. Cheryl Buchert, Treasurer
 - a. Treasurer's Report
 - i. No additions to what was disbursed.
 - b. Trust Report & Deposit Slips – Katie Combs
 - i. Cheryl met with Katie Combs for a new set of deposit splits. She expressed her concerns about equally distributing information to the various Hamlets. If the Hamlet would like to use a Square for events, can PGA order one for us, or can we use one of their Squares? She recommends not purchasing one. We shouldn't be handling Hamlet funds raised using someone's personal Square. She suggests thinking about it and discussing it at the next board meeting. Consider approaching Stafford in collaboration and request a guest speaker for how they have approached the County to make this possible. If the County has an account with Square, funds gathered would go into their Trust account and be marked for The Hamlet of Beavercreek. There are other technology methods to gather funds that might need investigating.
4. Jack Hipp, Director at Large
 - a. Tammy invited Katrina to introduce herself to the board. She has a background in architecture. She is interested in the community and where her children are raised. If she will be professionally involved in any work projects in The Hamlet of Beavercreek she would potentially need to recuse herself from involvement with the Board. Jack made a motion to replace him as Board of Director effective immediately. She expressed she works more than full time, doesn't want to set expectations, and communicated some of her time commitments. We need to table the motion to give her time to consider and complete an application. She has room for learning about how the Hamlet responds to Land Use applications. Bill provided an overview of The Hamlet of Beavercreek's evolution.
5. Bill Merchant, Vice Chair
 - a. Region 1 ACT - no update
 - b. CPO Summit - no update
 - c. Clackamas County Committee for Community Involvement
 - i. There has been a recommendation for an addition to their board.
 - d. Community Road Fund Advisory Committee - will meet again at the end of September.
 - e. Beaver Creek Cooperative Telephone



- i. There is an RUS grant coming through.
- f. Hamlet Website
 - i. Put out a call for help with Wordpress and there has been a computer developer that came forward that knows programming. They will get together and talk about what they want to do with the website.
- g. Schedule Cleaning of the Reader Board. Bill will send out a Doodle Poll to decide on a time to make this happen.
- h. Shed Lock Combination - Mark shared the combination with the Board.
- i. Note Taking on Zoom - is a transcript word for word and not a direct replacement for Jessica.
- j. Email Aliases – park@beavercreek.org goes to Mark, Tammy, and Bill, bcflea@beavercreek.org.
- k. CCI meeting - Rick Cook discussed that the Stafford hamlet has a quiz in their meeting and prizes can be distributed. The meeting host can create polls before the meeting starts.

Mark Hillyard joined the meeting in progress.

- 6. Jessica Sernach, Secretary & Corresponding Secretary
 - a. Documentation/how-to's: avoid bottleneck and have structure
 - i. Areas: Zoom, website with private pages with administrator.
 - ii. Revisions, tracking, Once a year review and owner, part of
 - iii. Storage: OneDrive, google drive, website with private pages with administrator

Kenny asked if there is an existing member position that can be filled at any time, or during an annual election cycle. If so, which cycle does it fall within? Only add a new board member to only fill recently vacant elected positions. What's allowed? If they've never been filled, are the vacancies? Tammy will ask Steve Madkour, City Council.

- 7. Mark Hillyard
 - a. Parks Committee
 - i. Storage Shed - someone broke the latch. The lock is still there, it's just broken off the lock. Rechargeable light is the only thing of value and is still there. Mark will get a heavier-duty latch with a backing plate. Up to \$50 can be reimbursed with a receipt.
 - ii. Electrical power - PGE has confirmed that the meter is within 1% of being accurate. There is an issue with the downstream system. The breakers are turned off. The sign or the GFCI is potentially causing the load to increase. Other



potential issues include wiring and water damage. A bid has been requested from Clackamas Electric to replace the wiring and upgrades. There is currently only a 40 Amp breaker. The quote is for a 100A and 200A panel. There is an existing conduit leaving the power pole. There is an existing water line to the gazebo.

- iii. Flea Market & Craft Sale September 10-11; details & budget - this is a trial run for next year. Booth space will be marked out the night before.
 1. Electrical power.
 2. Food licenses need to be with the state
 3. Insurance for parking - no response yet on direct guidance. Should we have some sort of coverage? BCT has Liability coverage on all their property. Ask the other businesses where we want people to park if they are willing to accept this liability? Bill will check with BCT, Mark with the Saloon and Electrical Company, and Tammy with Skyles.
 4. Restroom - request that through the board. They are hoping for a donation from a private party... ADA restroom with a washing station.
 - iv. 2023 Farmers Market - there is a large Oregon City Farmers Market. The Redland Grange has one. There are various Farmer Markets in our area. The idea is to be farmer-focused, less of a garage sale.
 - v. Easter Event Financial Report - There was a \$760 balance spent, and the Hamlet needs to know where it went. Receipts for lights still need to be sent to Cheryl. Then they will get the lights. There was confirmation that the \$760 was not already spent. Mark will send the money to Cheryl. This will create a good audit trail. Funds will be later authorized to be spent. Monthly financial reports will add "The Park" as a separate line item.
 - b. Senate Bill 762; Wildfire Preparedness - the map had numerous issues (such as duplexes split). The process has been stopped and the map is being reworked.
 - c. New railroad ties are staged for installation.
 - d. Beaver Creek Road will be closed next week 8/22-8/26 between Meyers Rd and Glen Oak.
8. Joe Matteo, Director at Large
- a. Hamlet of Beaver Creek Wooden Signs (touch-up paint, caps and Welcome To sign). Bolts will be purchased. A neighbor has



volunteered to install the sign. Joe will coordinate with Tammy to select a date.

- b. 9/6-20 Highway 213 will be completely closed to install the turn lane and sidewalk.

9. CSWCD – Jess & Joe receiving agendas

- a. Joe provided an overview of the meeting including the available rental equipment program keeping existing rental pricing. He also announced they are coming up with a plan and policy for use of their meeting room.

10. Kenny Sernach, Director at Large

- a. C4 – August 4
 - i. Feedback has been received for the tolling
- b. Clackamas County Budget Committee & Audit Committee - no update.

11. Miscellaneous Topics:

- a. Next Hamlet Quarterly Meeting with Sue Hildick, Director PGA in September. Tammy will share the information as it's received.
- b. Facebook Requests
 - i. Looking for a place to rent. On Facebook, there is the Beaver Creek Forum for these types of requests. We don't have formal guidelines on uses of the website. A Website Policy is needed.
- c. Beaver Creek Bulletin has been posted. Please send ideas to Melissa.
- d. Election Applications - One more incumbent application is needed to be submitted.
- e. Responses from I-205 Improvements have been sent to the board. No, the geese were not relocated.
- f. The County has hybrid technology and equipment they are testing internally first, and might be available to the Hamlets in the near future. CCI is exploring this. The PGA meeting is a hybrid meeting.

12. August 24th Community Zoom Meeting:

- a. Agenda (speaker invite?)
- b. Future Guest/s: September I-205 Tolling, May 2023 Tansy information, TBD.

Adjourn: 9:07 P.M.