



Board of Commissioners
Office: (541) 766-6800
Fax: (541) 766-6893

4500 SW Research Way
Corvallis, Oregon 97333
bentoncountyor.gov

AGENDA PACKET 2

(Chair May Alter the Agenda)

ALPINE COUNTY SERVICE DISTRICT GOVERNING BOARD

Tuesday, July 2, 2024

Immediately following the Board of Commissioners Meeting

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting the Board of Commissioners Office at 541-766-6800 or 800-735-2900 TTY, by email bocinfo@bentoncountyor.gov, or on the County's website at <https://boc.bentoncountyor.gov/contact/>.

The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session; however, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)), and the notice shall state the specific reason for the executive session as required by ORS 192.660.

1. Comments from the Public

2. Consent Calendar

2.1 Approval of the January 2, 2024 Meeting Minutes

3. New Business

3.1 Alpine County Service District Certification of Delinquent Sewer Accounts for Collection, R2024-017 – Marilee Hoppner; Financial Services

4. 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."

CONSENT CALENDAR

MINUTES OF THE MEETING
ALPINE COUNTY SERVICE DISTRICT GOVERNING BOARD
Tuesday, January 2, 2024, 9:00 a.m.

Present: Pat Malone, Chair; Nancy Wyse, Commissioner; Xanthippe Augerot, Commissioner; Vance Croney, County Counsel; Rachel McEneny, County Administrator; Rick Crager, Acting County Administrator

Staff: Tomi Douglas, Natural Areas, Parks & Events; Cory Grogan, Public Information Officer; Maura Kwiatkowski, Amanda Makepeace, Board staff; Sean McGuire, Sustainability; Erika Milo, BOC Recorder

Chair Malone called the meeting to order at 9:20 a.m.

1. Comments from the Public

No public comments were offered.

2. New Business

2.1 Election of Chair and Vice Chair for 2024

MOTION: Wyse moved to nominate Augerot as Chair and Wyse as Vice Chair for 2024. Augerot seconded the motion, which **carried, 3-0.**

3. Consent Calendar

- 3.1 Setting the Alpine County Service District Governing Body Meeting Schedule for 2024, Order #D2024-002
- 3.2 Designating an Official Newspaper for the Alpine County Service District Governing Body for 2024, Order #D2024-013
- 3.3 Approving the Minutes from the July 5, 2023 Alpine County Service District Governing Board Meeting
- 3.4 Approving the Minutes from the June 20, 2023 Alpine County Service District Governing Board Meeting
- 3.5 Approving the Minutes from the March 21, 2023 Alpine County Service District Governing Board Meeting

MOTION: Wyse moved to approve the Consent Calendar of January 2, 2024. Malone seconded the motion, which **carried 3-0.**

4. Other

No other items were discussed.

5. Adjournment

Chair Augerot adjourned the meeting at 9:21 a.m.

Xanthippe Augerot, Chair

Erika Milo, Recorder

NEW BUSINESS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 07/02/24

View [Agenda Tracker](#)

Suggested Placement * County Service District

Department * Finance

Contact Name * Marilee Hoppner

Phone Extension * 6204

Meeting Attendee Name * Marilee Hoppner

Agenda Item Details



Item Title * Alpine County Service District Certification of Delinquent Sewer Accounts for Collection, R2024-017

- 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 * 5 minutes

Board/Committee Involvement * Yes No

Advertisement*

- Yes
 No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

The Alpine County Service District operates a sewer system serving about 40 connections in the South Benton County community of Alpine. The Board of Commissioners are the Governing Body of the district.

The district has difficulty securing payment of delinquent accounts. Under the current process, accounts 60 days overdue are sent written notice by the Finance Department demanding payment. The collection method available under ORS 454.225 for sewer systems which lack another service that can be turned off (i.e. water) is OR 454.225 which provides that the Governing Body can certify delinquent accounts to the County Assessor for extension on to the tax roll for collection in a manner similar to a property tax levy. In this case only the specific property is assessed for the delinquency, not the patrons of the district in general.

The accounts attached to the resolution are in excess of 60 days overdue. Each has been notified in writing of the delinquency and provided an opportunity to bring the account current. This is the annual process to secure payment of overdue accounts.

Options *

- 1) Approve the Resolution as submitted
- 2) Delay consideration to a future meeting (the list of accounts must be certified to the Assessor by July 15th.)
- 3) Do not approve the Resolution

Fiscal Impact *

- Yes
- No

Fiscal Impact Description *

Collection of delinquent accounts will improve cash flow of the district and help postpone the need for future rate increases. The process negates the need to use County counsel in the small claims court process thus avoiding legal expenses and administrative effort.

2040 Thriving Communities Initiative

Mandated Service?* Yes No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

- Core Values*** Select all that apply.
- Vibrant, Livable Communities
 - Supportive People Resources
 - High Quality Environment and Access
 - Diverse Economy that Fits
 - Community Resilience
 - Equity for Everyone
 - Health in All Actions
 - N/A

Explain Core Values Selections* By certifying delinquent account amounts to the tax rolls, the District maintains Equity for Everyone by not imposing the debt of others to the remaining District members.

- Focus Areas and Vision*** Select all that apply.
- Community Safety
 - Emergency Preparedness
 - Outdoor Recreation
 - Prosperous Economy
 - Environment and Natural Resources
 - Mobility and Transportation
 - Housing and Growth
 - Arts, Entertainment, Culture, and History
 - Food and Agriculture
 - Lifelong Learning and Education
 - N/A

Explain Focus Areas and Vision Selection* Nothing for this item

Recommendations and Motions

Item Recommendations and Motions

Staff Staff recommends approval of the Resolution.

Recommendations*

Meeting Motions* I move to ...

certify the Resolution R2024-017 and Attachment A, a list of delinquent accounts in the Alpine County Service District, to the County Assessor for extension to the assessment and tax roll as allowed by ORS 454.225.

Meeting Motion

I move to certify the Resolution R2024-017 and Attachment A, a list of delinquent accounts in the Alpine County Service District, to the County Assessor for extension to the assessment and tax roll as allowed by ORS 454.225.

Attachments, Comments, and Submission

Item Comments and Attachments

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.

Del Acct Certification Resolution 2024.doc	28KB
Attachment A - Alpine Tax Collection 2024.xlsx	13.65KB

Comments (optional) Customers have been given deadline of June 28th, Attachment A will be adjusted if payment is received by deadline.

If you have any questions, please call ext.6800

Department Approver

DEBBIE SESSIONS

<p>1.</p> <p>Department Approval</p> <hr/> <p>Comments</p> <p>Signature</p> <p><i>Debbie Sessions</i></p>	<p>5.</p>
<p>2.</p> <p>Counsel Approval</p> <hr/> <p>Comments</p> <p>Signature</p> <p><i>Vance M. Chokey</i></p>	
<p>3.</p> <p>County Administrator Approval</p> <hr/> <p>Comments</p> <p>Signature</p> <p><i>Rachel L McEneny</i></p>	
<p>4.</p> <p>BOC Final Approval</p> <hr/> <p>Comments</p> <p>Signature</p> <p><i>Amanda Hakepeace</i></p>	

BEFORE THE GOVERNING BODY OF THE ALPINE COUNTY SERVICE DISTRICT
OF THE STATE OF OREGON IN THE COUNTY OF BENTON

In the Matter of Certifying to the
County Assessor Delinquent) RESOLUTION No. R2024-017
Accounts for Collection under)
ORS 454.225.)

WHEREAS, certain sewer accounts within the Alpine County Service District are more than 60 days past due, and;

WHEREAS, the accounts listed in "Attachment A" are considered uncollectable under current means available to the district, and;

WHEREAS, ORS 454.225 allows for the extension of delinquent sewer payments to the tax roll for collection by the tax collector, and;

WHEREAS, the accounts on "Attachment A" meet the criteria for certification under ORS 454.225.

THEREFORE, BE IT RESOLVED, that "Attachment A" of delinquent accounts is certified under ORS 454.225 to the Benton County Assessor for placement on the next assessment and tax roll for collection by the tax collector pursuant to ORS 311.370.

Adopted this 2nd day of July, 2024.

Signed this 2nd day of July, 2024.

ALPINE COUNTY SERVICE DISTRICT GOVERNING BODY

Xanthrope Augerot, Chair

Nancy Wyse, Vice Chair

Pat Malone, Commissioner

Approved as to form:

Vance M. Croney, County Counsel Date

Alpine County Service District						Attachment A							
	Address	Amount Owed	Map/Tax Lot #	Serial No	Phone No								
Robin Owen & Erin Hammill	57 25204 Webster Avenue	\$799.26	14625AB03200	190342	None	580-44-55-831-431900	Alpine Sewer Operations	\$ 733.76					
25204 Webster Avenue						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 65.50					
Monroe OR 97456													
Christopher Dillard	44 25259 Webster Ave	\$799.26	146250000301	319461	None	580-44-55-831-431900	Alpine Sewer Operations	\$ 733.76					
25259 Webster Ave						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 65.50					
Monroe OR 97456													
Paul Martines Brooks	269 25239 Alpine Rd	\$793.96	14625AB05000	190516		580-44-55-831-431900	Alpine Sewer Operations	\$ 728.46					
P O Box 351						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 65.50					
Monroe, OR 97456													
Bruce E Gonzales (Owner)	43 25261 Webster Ave	\$96.00	146250000300	189914		580-44-55-831-431900	Alpine Sewer Operations	\$ 637.00					
270 Charlotte St NE						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 80.00					
Albany, OR 97322													
Levi & Stephanie Lucas (agent)	318	\$621.00											
25261 Webster Ave		\$717.00											
Monroe, OR 97456													
John Claxton	73 25148 Alpine Rd	\$245.15	14625AB05900	190615		580-44-55-831-431900	Alpine Sewer Operations	\$ 228.65					
1617 S Bettes Pl						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 16.50					
Anaheim, CA 92804													
25114 Alpine Rd LLC	82 25084 Alpine Rd	\$242.00	14625AB06200	190649		580-44-55-831-431900	Alpine Sewer Operations	\$ 220.00	Tad Thomas Buford & Karen Finley				
31338 Bellfountain Rd						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 22.00					
Corvallis, OR 97333													
25114 Alpine Rd LLC	82 25114 Alpine Rd	\$454.00	14625AB06100	190631		580-44-55-831-431900	Alpine Sewer Operations	\$ 410.00					
31338 Bellfountain Rd						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 44.00					
Corvallis, OR 97333													
						580-44-55-831-431900	Alpine Sewer Operations	\$ 3,691.63					
						580-44-55-833-431900	Alpine Sewer Sink Fund	\$ 359.00					
							Total	\$ 4,050.63					