

**Box Elder and Perry Flood Control Special Service District  
Perry City Offices 3005 South 1200 West  
5:30 PM Wednesday, November 14, 2018**

**Members Present:** Chairman Greg Hansen, Board Member Boyd Hirschi, Board Member Bryce Thurgood

**Others Present:** Susan K. Obray Board Secretary

**Excused:** Board Member Kevin Pebley

**1. Welcome and Call to Order**

Chairman Hansen welcomed and called to order the November 14, 2018 Box Elder and Perry Flood Control Special District meeting to order.

**2. Approve the August 15, 2018 meeting minutes**

Board Member Roche moved to approve the September 19, 2018 with one correction. Board Member Thurgood seconded the motion. All in favor.

**3. Public Comment**

There were no public comments.

**4. Discussion on the DWR revised Land Water Use Application.**

Chairman Hansen stated that he had talked with Matt Robertson with Jones & Associates. Matt has been talking with the DWR and they still have not given him an answer regarding what extent BIO West has to do their study. Chairman Hansen stated that he is hoping that BIO West can do the partial study and not the full study. Chairman Hansen said that Matt will start pressing them for an answer because BIO West is up there doing the work and we don't want them to do more than is necessary. Bio West send a letter which state: "Specific work tasks that were performed on this project over the last four months include discussing project activities and logistics with PFCD and Engineering Consultant staff; preliminary development of wetlands, threatened and endangered species, and cultural resources reports; and project management". Chairman Hansen said that is the extent of what work they have done so far.

**5. Update on the filing of the paperwork for the State.**

Chairman Hansen stated that he sent a letter to Chuck Palmer which stated:

"The Box Elder Perry Flood Control District has continued to receive delinquency reminders from the State of Utah. We have received these reminders on November 14, 2017, December 27, 2017, March 13, 2018, August 1, 2018 and again yesterday, October 1, 2018. I believe all of these, with the exception of yesterdays, were forwarded to you from the Board. On several of these, you have responded back that you had sent the required information to the State.

In an effort to find out what the issues are, I contacted Michael Jensen with the State Auditor's Office and his response is attached below:

Greg,

**John Draney, the person your CPA was working with, stated that he had not been sent any information to upload.**

**So, I have the district missing the following Transparency uploads:**

**-Expenses 2018 JAN-MAR, 2018 APR-JUN**

**-Revenue 2018 JAN\_MAR (as long as you upload the one transaction from the county the flood control will be considered compliant).**

**Best,**

The Flood Board paid your firm \$865 in March, 2018 for "Year-end Accounting & Budgeting". We are of the opinion, based on the delinquency notices sent by the state that you did not fulfill your responsibility as CPA for the Flood Board.

We were surprised to see your latest invoice No. 12555 "Financial Report for Sate and Evaluation Report for State Auditor" for \$850. We fill that we have already paid you7r firm for this work, and yet, we continue to receive the delinquency notices. We are therefore, asking for a complete summary of services rendered for the required reports sent to the State. Further, we are requesting that you fulfill prior obligation to the Flood Control by getting the required audit reports submitted to the State by the deadline set of October 5<sup>th</sup>. I would suggest you talk directly with either Michael Jensen or John Draney to verify that the reports submitted satisfy the State's request".

Chairman Hansen read Chuck Palmers response:

Greg,

"Sorry for all the miscommunications, I should have called someone to discuss what duties were being transferred and when. May and June are as busy as tax season since I jump directly into the Weber County and 911 District audits, so I am not in the office those months. However, I was expecting someone from Davis and Bott to contact me to get year-end account balances to help them set up their accounting system but never heard from them.

I just received the email you referenced in your letter for the first time from the transparency board yesterday, and I have forwarded that e-mail on to David Rogers at Davis & Bott. I was assuming since they were doing the accounting for this year, they would be responsible for the uploads. I wrote off \$400-\$500 on the districts account.

The \$850 bill was high because the staff person I had working on your account quit and I didn't feel it was economical for me to train someone else on your account. So you were billed for my time to complete the work rather than a staff person at \$45 an hour.

I am happy to transmit the transactions to the State for the first quarter and or the second quarter, however, I only received copies of checks written in the month of February. If you want to confirm that this is all the checks for the first quarter, I will be happy to upload these at no cost. However, if there are more checks than what has been sent to me, than Davis & Bott will have to have the batch deleted by the State and re-upload the correct transaction".

Chairman Hansen stated that we are in compliance. Chairman Hansen asked the board how they felt about the \$850.00 invoice. Board Member Thurgood suggested that we send him \$450.00 which is half with a letter stating that the board considers this payment in full. It was agreed by all board members that Chairman Hansen would send a letter with the check for \$450.00 paid in full.

**6. Approve Kelcon Construction invoice for the Wagstaff ditch.**

This has already been paid.

**7. Motion to approve invoice payments. (Roll Call Vote)**

Chairman Hansen stated that the board has 3 invoices to approve. The invoices are as follows:

Davis & Bott CPA in the amount of \$1,043.00

Christensen, Palmer, and Ambrose \$850.00

Jones & Associates \$240.00/October

Jones & Associates \$240.00/ November

Susan O Bray \$114.00

BIO West \$2,464.44

**MOTION:** Board Member Thurgood moved to pay the invoice for Christensen, Palmer, and Ambrose in the amount of \$450.00 which is half of the invoice. With the attached letter written by Chairman Hansen explaining the \$450.00 payment.

Davis & Bott CPA's \$ 1,043.00 Jones & Associates for \$240.00 for October and \$240.00 for November

Susan O Bray \$114.00 BIO West \$2,464.44

Board Member Roche seconded the motion. Roll call vote.

Board Member Roche yes Board Member Hirschi Yes

Board Member Thurgood Yes Chairman Hansen Yes

**Motion Approved:** 4 Yes 0 No

**8. December Agenda Items**

The board agreed to cancel the December meeting due to lack of agenda items.

Chairman Hansen stated that the Board will be getting \$185.00 of the refund from the ULGT Liability credit.

David Rogers will look into the Money Management issue.

**9. Adjournment**

Board Member Roche moved to adjourn. All in favor.