

**Administrative Control Board Meeting
Box Elder and Perry Flood Control Special Service District
Perry City Offices 3005 South 1200 West
5:30 PM Wednesday, December 13, 2017**

Members Present: Chairman Greg Hansen, Board Member Boyd Hirschi, Board Member Maurice Roche, Board Member Kevin Pebley, and Board Member Bryce Thurgood

Others Present: Chuck Palmer, Christensen, Palmer & Ambrose, and Susan K. Obray, Board Clerk

1. Welcome & Call to Order

Chairman Hansen welcomed and called to order the December 13, 2017 Box Elder and Perry Flood Control Meeting.

2. Approve October 18, 2017 Minutes

MOTION: Board Member Roche moved to approve the minutes of the October 18, 2017 as written. Board Member Pebley seconded the motion. All in favor.

3. Public Comments

There were no public comments.

4. Approx. 5:35 p.m. Public Hearing and Presentation for the 2018 budget for the Box Elder/Perry Flood Control Special Service District

There were no public in attendance for the public hearing. Chuck Palmer with Christensen, Palmer, and Ambrose stated that the budget had not changed from last year. He stated that he just changed the date at the top. He reported that they are under budget. Mr. Palmer said that the budget \$5,000 for insurance last year and spent \$1,000. He stated for staffing they budgeted \$3,000 and spent \$700.00. Mr. Palmer reported that they budgeted \$15,000 for maintenance and they have not spent anything as of date. He reported that he left the same amount in capital projects in case the board approves to start the basins. Chairman Hansen stated they can amend the budget if they do get started on it. He reported that they are going to start a program where every year they go out and aggressively do the maintenance. That will be on each year's budget.

5. Discussion/Motion to approve the 2018 budget for the Box Elder/Perry Flood Control Special Service District.

MOTION: Board Member Thurgood moved to approve the 2018 Box Elder/Perry Flood Control Special Service Districts budget. Board Member Roche seconded the motion. Roll call vote.

Board Member Thurgood	Yes	Board Member Pebley	Yes
Board Member Hirschi	Yes	Board Member Roche	Yes
Chairman Hansen	Yes		

Motion Approved: 5 Yes 0 No

6. Approve the 2018 Meeting Schedule

Chairman Hansen asked the Board Members if they still approved of having the meeting on the

third Wednesday at 5:30 p.m.

MOTION: Board Member Pebley moved to approve the 2018 meeting schedule. Board Member Hirschi seconded the motion. All in favor.

7. Approve retainage invoice for Kelcon Construction

Chairman Hansen stated that they retained 5% for cleaning the basins. He said that everything looks good and the basins are clean.

MOTION: Board Member Thurgood moved to release the 5% retainage for Kelcon Construction in the amount of \$677.53.

Board Member Hirschi stated that there were two invoices that were paid. The motion was amended.

MOTION: Board Member Thurgood moved to amend the motion to release \$795.00. Board Member Hirschi seconded the motion. Roll call vote.

Board Member Thurgood Yes
Board Member Hirschi Yes
Chairman Hansen Yes

Board Member Pebley Yes
Board Member Roche Yes

Motion Approved: 5 Yes 0 No

8. Motion to approve invoice Payments

Chairman Hansen stated that there are four invoices that need to be paid and they are as follows:

Jones & Associates \$1,823.50 and \$322.00

News Journal \$31.75

Susan Obray \$87.50

MOTION: Board Member Roche moved to approve the invoices for Jones & Associates, Box Elder News Journal, and Susan Obray. Board Member Hirschi seconded the motion. Roll call vote.

Board Member Thurgood Yes
Board Member Hirschi Yes
Chairman Hansen Yes

Board Member Pebley Yes
Board Member Roche Yes

Motion Approved: 5 Yes 0 No

9. Agenda Items for next month

Discussion putting out for Bid Packages for 2018 Basin and Channel maintenance.

Board members agreed to cancel the meeting for January 21, 2018. The next meeting will be held on February 21, 2018 at 5:30 p.m.

10. Adjournment

Meeting was adjourned.

