

**BIGGS SERVICE DISTRICT  
SPECIAL SESSION  
SHERMAN COUNTY HEARINGS ROOM**

**MINUTES**

**JULY 18, 2018**

**Opened Biggs Service District: 8:33 a.m.**

Present: Director Tom McCoy, Director Joe Dabulskis, County Court Administrative Assistant Kayla von Borstel.

A quorum was present. No news media was present.

**Additions to Agenda**

**1.0 Agenda Items**

**1.1 Call to Order**

Director McCoy called the meeting to order at 8:33 a.m.

**1.2 Biggs Service District Audit Quotes**

Present: Carrie Pipinich, Aaron Cook

Carrie Pipinich, Mid-Columbia Economic Development District (MCEDD), stated to the Biggs Service District (BSD) Board she had obtained three auditor quotes, all which were qualified. She informed the Board that due to project requirements, BSD would not make United States Department of Agriculture (USDA) pooling deadline. She had some concerns of Friend and Regan being able to complete the audit by October 31, 2018. Lewis, Poe, Moeller, Gunderson & Roberts had the lowest quote, and might be able to provide auditing services sooner; Carrie thought they might have been the best choice, they are located in La Grande and also audit MCEDD. Solutions (previously Oster Professionals), was the third quote, and has been the auditor for BSD in the past. Aaron Cook, Biggs Service District Administrator, reported Solutions was highest cost wise, however, he had been working with them for the City of Rufus, and felt comfortable with their firm. He suggested having Solutions catch BSD up to date, and schedule the 2017-2018 audit with a new firm. Solutions stated they could get started right away. Quotes for two years' worth of audit work were: Friend and Regan \$10,500 with a \$500 increase per year; Lewis, Poe, Moeller, Gunderson & Roberts \$9,600; Solutions \$13,000.

Director Dabulskis asked Carrie how the District could make sure to not miss the next USDA deadline. Carrie responded that the goal would be to have all the requirements lined up and ready to go for submission before the next fiscal year started on October 1, 2018. Brief discussion held on the hiring of MCEDD for Grant Administration, versus the effort Carrie has put forth so far for this project under regular MCEDD contracted services. Brad Baird, Anderson Perry, has continued to work with USDA on the well issue, and the engineering pieces.

**Motion by Director Dabulskis, second by Director McCoy, to hire Lewis, Poe, Moeller, Gunderson & Roberts, LLC, to audit Biggs Service District for the 2015-2016 and 2016-2017 years in the amount of \$9,600, and to schedule the 2017-2018 audit.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

Director McCoy inquired as to when the audits would be finished. Carrie was unsure, but stated audit staff would start August 20<sup>th</sup>, 2018. Director McCoy told Aaron it should be completed by October 1, 2018 and to make sure there were no hold-ups, otherwise North Central Public Health District could shut down BSD. Kim Young, USDA, has been working with Carrie to get moved forward.


### **1.3 Other Business**

None

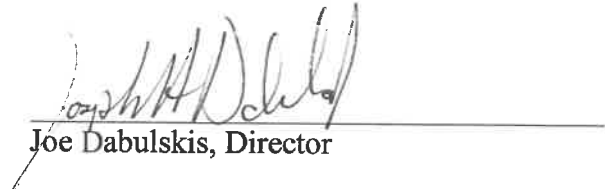
### **1.4 Adjourn**

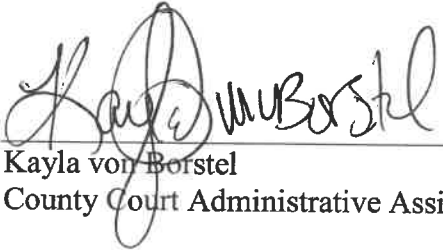
Being no further business before Biggs Service District, the meeting was adjourned at 8:49 a.m.

**Biggs Service District**

  
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Gary Thompson, Chair

  
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Tom McCoy, Director

  
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Joe Dabulskis, Director

Attest:   
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Kayla von Borstel  
County Court Administrative Assistant