

**BIGGS SERVICE DISTRICT
WORK SESSION
SHERMAN COUNTY COMMISSIONERS MEETING ROOM**

MINUTES

AUGUST 29, 2018

Present: Chairman Gary Thompson, Director Tom McCoy, Director Joe Dabulskis, County Court Administrative Assistant Kayla von Borstel, Jeff Wallace, Ruth Pullen, Joanne Gildersleeve, Mark Coles, Aaron Cook, Ross Turney, Carrie Pipinich

The work session opened at 10:43 a.m.

The purpose of the work session was to meet with new Biggs Service District (BSD) Counsel, Jeff Wallace, and his staff, to go over projects that needed immediate attention once they were moved over from prior Counsel, Ruben Cleaveland.

Chairman Thompson and Director McCoy gave Jeff a brief background on BSD, and the BSD Water System Project. BSD is not an incorporated city, it's a Special District. The BSD project is a two million dollar water system to be installed BSD is currently served by two private wells and a spring; the project must be installed otherwise John Zalaznik, Health Department, will close the District due to noncompliance. The District applied for a United States Department of Agriculture (USDA) grant and loan to build the system, however, before it can be re-submitted and approved, the District has to fulfill some requirements. Kayla von Borstel, County Court Administrative Assistant, explained this was a time sensitive item, and gave some background on the grant status (BSD missed the last two deadlines) and what required items the District needed in place before re-submission and well drilling; this included the deed completion for BSD purchasing property from BCM Development (Pat and Lori Beers), and a bond from Bond Counsel which required corrected resolution paperwork regarding District formation (currently two resolutions with different descriptions as three landowners wished to not be included within District Boundaries, there was clerical errors) before the bond could be secured. Since new Counsel had been selected for BSD, Kayla was unsure if Ruben would finish the task of working with BSD and Bond Counsel to clear up any issues and draft a corrected resolution, or if it would need to be moved over to Jeff's office to be completed. Discussion was held on possible purchase of the existing private wells within BSD as back up water sources.

Carrie Pipinich, Mid-Columbia Economic Development District, reported she has drafts of the water ordinances and loan documents between BSD and the County and will need to finalize these with help from Jeff on the proper processes to adopt the documents.

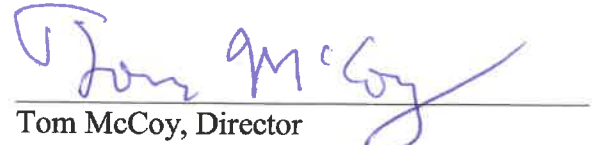
Kayla and Carrie will provide copies of all paperwork needed to Jeff's office.

Being no further business before Biggs Service District, the Work Session was adjourned at 10:42 p.m.

Biggs Service District



Gary Thompson, Chair



Tom McCoy, Director



Joe Dabulskis, Director

Attest: 

Kayla von Borstel
County Court Administrative Assistant