

# WEST DAKOTA WATER DEVELOPMENT DISTRICT

## Meeting Minutes - December 14, 2011

**Members Present:** Sandra Beshara, Lloyd M. Booher, George Ferebee, Gale Holbrook, Kenneth E. Jasper, Dwight W. Peterson and J. Foster Sawyer

**Members Absent:** Lavern E. Koch and Orland Paulsen

**Staff Present:** Blaise Emerson and Lola Lincoln

Chairman Holbrook called the meeting of the West Dakota Water Development District to order at 2:00 P.M. Roll call was taken, and a quorum was declared present.

### APPROVAL OF AGENDA

**MEMBER PETERSON MOVED TO APPROVE THE AGENDA AS PRESENTED; MEMBER BOOHER SECONDED, AND THE MOTION PASSED UNANIMOUSLY.**

### MINUTES

**MEMBER BOOHER MOVED TO APPROVE THE MINUTES FOR THE BOARD'S NOVEMBER 16, 2011 MEETING AS PRESENTED; MEMBER JASPER SECONDED, AND THE MOTION PASSED UNANIMOUSLY.**

### REPORTS

None

### OLD BUSINESS

Memorandum of Understanding – After discussion,

**MEMBER JASPER MOVED TO CONTINUE THIS TOPIC TO THE BOARD'S JANUARY 2012 MEETING; MEMBER BESHARA SECONDED, AND THE MOTION PASSED UNANIMOUSLY.**

### NEW BUSINESS

Review of 2011 Financials – Mr. Emerson reviewed the current financial status of West Dakota relative to its 2011 Adopted Budget. He reported that the **Taxes** collected under the **Means of Finance Category** reflected receipts of \$161,281.84 against the budgeted **Tax Levy for 2011** of \$171,230.00 but said that other funds would be received as delinquent taxes were paid. He reported **Net Income** for the year was \$57,510.78 in the positive and **Reserves** reflected an **Unencumbered Reserve Balance** of \$188,624.27.

### ADMINISTRATIVE ITEMS

Payment of Bills – Because adequate funds were currently present in West Dakota's checking account and no transfer was necessary from savings for the payment of bills,

**MEMBER SAWYER MOVED TO AUTHORIZE PAYMENT OF BILLS IN THE AMOUNT OF \$1,188.67; MEMBER PETERSON SECONDED, AND THE MOTION PASSED UNANIMOUSLY.**

**End-of-Year Closeout** – Mr. Emerson advised that during a recent discussion with West Dakota's accountant, she said accounting practices had changed and it was no longer necessary to make an official motion to transfer funds into the **Capital Reserve Account** at year's end. The only reason an official motion would be required in the future is if at year's end insufficient funds remained in the checking account to meet current obligations and it became necessary to transfer funds from the **Capital Reserve Account** into the budget/checking account.

**Update on Redistricting/Nominating Petitions** – After updating Board Members on the redistricting process, Mr. Emerson reported Members Ferebee, Koch, Holbrook and Peterson will have to go through the petition process because the last time their tenure was for a two-year period and this time it will be for four years. Additionally, because Members Beshara, Booher and Jasper had filled vacancies without ever being on the ballot, according to state law they too are up for election this coming year. Mr. Emerson said he hoped to have maps with the new boundaries available by year's end but that it depended on when he could meet with the City/County GIS Department. Chairman Holbrook asked that Mr. Emerson notify every Board Member when meetings were to take place "*...as they relate to the new director areas.*"

#### **ADJOURNMENT**

**MEMBER SAWYER MOVED TO ADJOURN AT 2:35 P.M.; MEMBER BOOHER SECONDED, AND THE MOTION PASSED UNANIMOUSLY.**

Respectfully submitted,



Dwight Peterson  
Secretary