

**MINUTES OF THE ADMINISTRATIVE CONTROL BOARD OF THE WESTERN KANE COUNTY
SPECIAL SERVICE DISTRICT NO.1.**

August 8, 2024

Glendale, Utah

Board Members present: Ben Alderman, JD Maxwell, Carrie Heaton, Tim Esplin

Board Members absent: Zach Hascall, Robert Houston, Chris Heaton

Others present: Ben Beckstead, Danny Little, Justin Powell

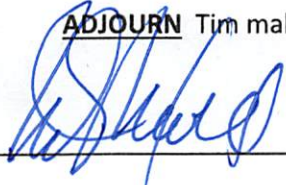
1. **MEETING CALLED TO ORDER** at 7:41 pm by JD Maxwell.
2. **RECOGNITION OF GUESTS** There are no guests.
3. **REVIEW AND APPROVE PRIOR MINUTES** The minutes from the June 13, 2024 board meeting are reviewed. Tim makes a motion to approve the minutes from the June 13, 2024 meeting. Ben A. seconds the motion. All members vote aye, and the minutes from the June 13, 2024 board meeting are approved.
4. **TELEVISION EQUIPMENT AND MAINTENANCE REPORT** Danny notes TV has been quiet lately with no reported issues.
5. **SOLID WASTE EQUIPMENT AND MAINTENANCE REPORT**
 - A. **FIRE HYDRANT KANAB LANDFILL** – Danny is looking at options for placement of the hydrant. Previously buried waste could make it difficult to run the line.
6. **REVIEW FINANCES AND EXPENDITURES** The board reviews the finances for June 2024. All questions are answered. Ben B. notes that the loader previously discussed has been purchased.
 - A. **REVIEW 2024 AUDIT** – Ben B. provided copies of the completed 2023 audit to the Board. He noted that everything went well, and the only issue was that not all annual training certificates for board members were available and provided to the auditors. The board will complete the training at a board meeting prior to the end of the year to avoid this issue.
7. **OTHER BUSINESS**
 - A. **REVIEW AND APPROVE CEDAR MTN FEE RESOLUTION 2024-1 “A RESOLUTION IMPOSING A FEE FOR SOLID WASTE COLLECTION SERVICE IN THE CEDAR MOUNTAIN AREA; AND ASSESSING INTEREST AND PENALTIES FOR LATE PAYMENT AND NONPAYMENT.”** – Ben B. presents the annual resolution and associated list of assessed parcels to the board. He reminds the board of the process his office takes each year to update the lists according to Kane County records of combined parcels, new parcels, new improvements, etc. The board notes they agree that the process and resulting lists improve each year. Tim makes a motion to approve resolution 2024-1 and the attached list of assessed parcels. Carrie

seconds the motion. A roll call vote is held. Carrie votes aye. Ben A. votes aye. Tim votes aye. JD votes aye. The motion passes. The parcel list will be sent to the County for assessment on the 2024 County tax rolls.

Ben B. notes that his office has received additional communication from an individual who has previously refused to pay the assessment and has demanded to see a contract for trash service on Cedar Mtn. The letter explaining the assessment signed by JD at the June meeting has been mailed by certified mail to his address twice, but has not been picked up by the individual. The board notes that steps have been taken to communicate with this individual which have been rejected.

- B. REVIEW FRAUD RISK ASSESSMENT** – Ben B. notes that the 2024 Fraud Risk Assessment for the WKCSSD has been submitted to the State Auditor. The District's current risk level is "Low."

8. **ADJOURN** Tim makes a motion to adjourn at 8:06 p.m. The meeting is adjourned.



JD Maxwell, Chairperson