

# **CORBETT WATER DISTRICT APPROVED MINUTES**

Special Meeting: 6:30 P.M.

**Tuesday, July 26, 2005**  
Corbett, Oregon

**Commissioners Present:** Malcolm Freund, Robert Gaughan, Bob Colclessor, and Marion Kirkham.

Also present were District Manager Frank Sterzinar and District Clerk Jamie Simms.

**Audience Members Present:** Janet Helus, and Ed Kalberg.

Chairman Freund called the meeting to order at 6:35 p.m. at the Corbett Water District.

## **Review / Approve Agenda.**

Commissioner Kirkham moved to approve the agenda. Motion seconded by Commissioner Colclessor. Motion passed unanimously.

## **RFP – CPA Municipal Auditing Services.**

In 2002 Randy Stark had signed an audit engagement letter with Dennis Conner, CPA for 2002, 03, and 04 audits. Dennis Conner recently sent a letter dated January 2005 that would extend the audit engagement for the 2005 and 06 audit years. Chairman Freund said there was no proof that the extension of the audit dates would be extended automatically.

Chairman Freund said an RFP would not be required because the contract would be under \$10,000 per year. Commissioner Colclessor thought it would still be a good idea if Frank obtained three verbal bids.

Commissioner Colclessor read the cancellation clause from Dennis Conner's original engagement letter.

There was some question about the time involved in performing an audit. Ed Kalberg said an auditor typically was on the premises prior to year end to look over the system, but the bulk of the work would be performed after year end.

There was some discussion as to whom the Corbett School District and the Corbett Fire Department have audit their books.

Commissioner Colclessor moved to give Frank Sterzinar the authority to fulfill his contract by obtaining at least three verbal bids for an auditor. Motion seconded by Commissioner Kirkham. Motion passed unanimously.

Commissioner Gaughan moved to adjourn. Motion seconded by Commissioner Colclessor. Motion passed unanimously.

Meeting adjourned at 7:05 p.m.