



BUCKSKIN SANITARY DISTRICT

P O Box 5398
Parker, AZ 85344

MINUTES **OF THE BUCKSKIN SANITARY DISTRICT** **BOARD OF DIRECTORS** **Regular Meeting**

Tuesday, April 18, 2017 @ 6:00 p.m.

BSD District Offices 8832 Riverside Dr. Parker, AZ 85344

Elected Board Members and District personnel present: Chairman Jeff Daniel, Director Gary Svider, Director Andy Hinson, Director Jay Clagg. Absent: Pat Jones. Staff: District Manager, Wayne Posey, District Administrator Pam Stark. Other Attendees: Tina Childers, CNB Excavating, Kevin Murphy Slater Hanifan Group, Lisa Melton Hazen and Sawyer, Pete Hemmingway & John Bishop Ritoch Powell Associates.

1. Call to Order/Roll Call

Chairman Jeff Daniel called the meeting to order and held roll call at 6:03 p.m.
All were present except Director Pat Jones

2. Call to Public

Wayne asked for Kevin Murphy to introduce his guest Lisa Melton from Hazen and Sawyer

3. A). Approval of Regular Meeting Minutes dated 03/21/17 and Special Meeting Minutes dated 4/3/17.

Director Andy Hinson made a motion to approve the Regular Meeting Minutes 03/21/17 and Special Meeting Minutes dated 4/3/17..

Director Jay Clagg seconded

Vote -4 ayes 1-absent Motion passed

B). Approval of Accounts Payable dated 3/1/2017 – 3/31/2017

Director Andy Hinson made the motion to approve the Accounts Payables dated 3/1/2017– 3/31/2017.

Director Jay Clagg seconded

Vote - 4 ayes 1- absent Motion passed

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4. (Discussion Items) District Managers Reports
 - A. Operator Report was given by Wayne Posey. He stated the flows and explained the flows and the sampling. He went over the call outs. He presented the pictures of air release valves that were tested and the rusting that is occurring and the mud well repair that was leaking.
 - B. Pam updated the Board on the mailing of the Assessments and the closure in 2 years of the Area 1 and Area 2 Assessments. Chairman Daniel asked about any delinquent accounts yet and Pam said not yet other than the one property that was sold at Lien Sale last time. Pam also discussed the Request for Proposals that were being advertised in the Lake Havasu and Parker papers for audit services. She said we will see if we can reduce our costs on these audits.
 - C. Wayne gave his project status report and went over the construction for the Phase 4 Project and explained where CNB was working and the issues that were occurring relating to road closures. He said that a property owner called complaining of dirt control and that he put them in touch with CNB to resolve the issue. He also said there were many complaints on the location of signs to warn the public of the road being closed and that he explains that the District does not dictate the road closures and refers them to the contractor and La Paz County Public Works. He said he also made a call to La Paz County and asked about the electronic sign that was being used before and was told that the County would not be furnishing that sign in the future. He also updated the Board regarding the progress of the 2 sub-contractors Clear Contracting and Tri Sun working in Jolly Knight, Desert Star Park and soon Branson's and the Lift stations in that area. He also provided the Board with a written report from Western Technologies after they performed site visits due to a written notice of differing conditions by CNB. He also stated that he had spoke to Jim Keegan from AZ State Parks regarding River Island Market and the upcoming improvements that they anticipate happening. He also addressed that RD has all of the information needed for the Phase 5/6 application for funding with the exception of the final publication on the Environmental work which is in progress. He said he expects some official letter from Rural Development in the near future and explained that the concern had been the new legislation being proposed in Washington regarding USDA funding for projects being cut.
5. Executive Session – Not needed
6. (Action Item) Discussion and possible action to approve the April 2017 progress payment application #8 for CNB Excavating, Inc., subject to USDA Rural Development funding agency concurrence in the amount of \$323,541.34 for the Phase 4 Wastewater Conveyance and Treatment Plant Improvement Project.

Wayne went over the Progress payment with the Board and called their attention to the backup documentation which included invoices for materials and pictures of stored materials. He asked Tina Childers to confirm the stored materials in the pictures.

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Director Jay Clagg made a motion to approve the April 2017 Progress payment #8 to CNB Excavating, Inc. in the amount of \$323,541.34 pending Rural Development approval.

Director Andy Hinson seconded

Discussion: Director Hinson asked if all that pipe laying on the side of the road was on this pay request and Wayne stated that he didn't believe so and that it was probably on several pay requests. Director Hinson stated that it was a lot of pipe sitting there.

Vote – 4 ayes 1-absent Motion Passed

7. (Discussion Item) Presentation of the 2017-2018 Budget to the Board

Wayne presented the Budget to the Board for their review. He and Pam went through the line items one by one and presented the numbers to the Board and asked for questions or comments on each one and got a consensus that they understood. Wayne went over the Reserve Funds and what is currently available and what the balances will be at the end of the FY 16/17 rolling forward. It was agreed that the Employee Benefits, Payroll and Expenses would be addressed at the next meeting and that staff would have revised numbers to date as well.

Open Comment:

Director Svider asked if the meeting on May 1, 2017 could be extended another hour to finish up the Budget and what the deadline timeframe was. Pam told them that the next Regular meeting was the final Budget approval so that the posting and publishing deadlines could be met.

Chairman Jeff Daniel adjourned the meeting at 7:30 p.m.

Minutes approved _____ Dated _____
Chairman Jeff Daniel

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