



BUCKSKIN SANITARY DISTRICT

P O Box 5398
Parker, AZ 85344

MINUTES

OF THE BUCKSKIN SANITARY DISTRICT BOARD OF DIRECTORS Regular Meeting

Tuesday, February 20, 2018 @ 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 Jay Clagg, & Andy Hinson. Absent: Director Pat Jones. Staff: District Manager, Wayne Posey, District Administrator Pam Stark. Other Attendees: Mike Byrd River Septic, and Tina Childers CNB Excavating, Valerie Hinson.

1. Call to Order/Roll Call

Chairman Jeff Daniel called the meeting to order and held roll call at 6:01 p.m.
All were present except Director Pat Jones was absent.

2. Call to Public

None

3. A). Approval of Regular Meeting Minutes dated 1/16/18

Director Gary Svider made a motion to approve as read

Director Jay Clagg seconded

Vote –3 ayes 1-absent 1-abstention Motion passed

B). Approval of Accounts Payable dated 1/1/2018 – 1/31/2018

Director Andy Hinson made the motion to approve as read.

Director Jay Clagg seconded

Vote – 4- ayes 1-absent Motion passed

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4. (Discussion Items) District Managers Reports
 - A. Operator Report – Mike Byrd went over flows and some call outs with the Board and asked for questions, but there were none. He talked about the pump failures at Bunge lift station and the replacement with new Gould pumps.
 - B. Pam went over the Delinquent assessments and the assessment lien sale process that was held 1/31/18 at the District Offices.
 - C. Wayne went over the progress of CNB Excavating Inc. on the Phase 4 Project, discussed the negotiations with the firm for the Phase 5/6 Design Project. He said that he would be discussing more of the Phase 4 information in a later Agenda item.

5. (Action Item) Discussion and possible action for the Board to approve the January 2018 progress payment #18 application for CNB Excavating, Inc. subject to Rural Development funding agency concurrence, in the amount of \$111,893.35 for the construction of the Phase 4 Wastewater Conveyance System Project.

Wayne went over the pay request and explained that there is still a dispute with the contractor and the CM on quantities on pay requests and that the CM field values were used. He said that the District was notified of substantial completion by the contractor on 2/2/18 effective 2/1/18. Wayne explained what was required for substantial completion and that there were still issues, however he approved of granting the contractor a partial substantial completion on Lift Station #1, #2 and the force main portion. He explained that there were no issues there and went over how they came to the pay request total. He also stated that LD's would stop effective 2/1/18 and moves the final completion date to March 1, 2018. If this date is not met then LD's in the amount of \$400 per calendar day that expires after that.

Director Jay Clagg made a motion to approve Pay Request 18 for CNB Excavating, Inc in the amount of \$111,893.35 for the construction of the Phase 4 Wastewater Conveyance System Project subject to RD concurrence.

Director Andy Hinson seconded

Vote – 4 ayes 1-absent Motion passed

6. (Action Item) Discussion and possible acceptance of the 2016-2017 BSD Audit by HintonBurdick PLLC.

Wayne went over the summarized details with the Board from the 2016/2017 Audit and covered the expenses and revenues. Pam went over the findings and explained that a plan was submitted to the Auditor for the three (3) findings.

Director Andy Hinson made the motion to accept as read

Director Jay Clagg seconded

Vote – 4 ayes 1-absent Motion passed

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7. (Discussion) Presentation of the current Budget Analysis for 2017-2018 and Budget Planning Dates for the FY 2018/2019 Annual Budget.

Pam went over the current Budget Analysis and stated that the District is on track with expenses and revenues for the Ops & Maintenance and well below the track for the Administrative side. She went over the future Budget planning dates and stated that the next meeting would start that process.

8. Executive Session

Discussion and possible action to go into Executive Session pursuant to A.R.S. §38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the attorney or attorneys of the public body.

No Executive session was needed

Open Comment:

Chairman Daniel updated the Board and staff on Director Pat Jones and stated he could now take calls.

Chairman Jeff Daniel adjourned the meeting at 7:01 p.m.

Minutes approved _____ Dated _____
Chairman Jeff Daniel

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