



BUCKSKIN SANITARY DISTRICT

P O Box 5398
Parker, AZ 85344

MINUTES

OF THE BUCKSKIN SANITARY DISTRICT BOARD OF DIRECTORS Regular Meeting

Tuesday, March 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, & Andy Hinson. Telephone: Director Jay Clagg Absent: Director Pat Jones. Staff: District Manager, Wayne Posey, District Administrator Pam Stark. Other Attendees: Amber Byrd River Septic, Legal Counsel Paul Harter, and Valerie Hinson.

1. Call to Order/Roll Call
Chairman Jeff Daniel called the meeting to order and held roll call at 6:02 p.m.
All were present except Director Pat Jones was absent.
2. Call to Public
None
3. A). Approval of Regular Meeting Minutes dated 2/20/18
Director Andy Hinson made a motion to approve Regular Minutes dated 2/20/18
Director Gary Svider seconded
Vote -4 ayes 1-absent Motion passed

B). Approval of Accounts Payable dated 2/1/2018 – 2/28/2018
Director Gary Svider 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 – Amber Byrd went over flows and some call outs with the Board and asked for questions, but there were none.
 - B. Pam stated she had nothing to report.
 - C. Wayne talked about the Holiday Harbor HOA meeting that he attended and that he provided them with a conservative schedule on the Phase 5/6 project. He stated that Mike Luecker from Rural Development stopped by the offices to check on the progress of the construction on Phase 4 and explained how the rest of the work would proceed to finish this project. He also gave them a timeline on the pay requests and partial substantial completion given to CNB Excavating, Inc.

5. 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.

Director Andy Hinson made the motion to convene into Executive Session at 6:15 p.m.

Director Jay Clagg seconded

Vote – 4 ayes 1-absent

The Board reconvened in to the Regular Meeting at 6:57 p.m.

The Chairman stated that no actions were taken and no decisions were made.

6. (Action Item) Discussion and possible action to approve CNB Excavating, Inc. Change Order #9 in the amount of \$34,775.15 and the increase of the contract time of ten (10) calendar days for the construction of the Phase 4 Wastewater Conveyance System project.
Wayne said he would go over these Change Orders in detail if the Board liked or just do a summary since they are so lengthy. They agreed they had read the documentation and Wayne explained that there were outstanding COR's on the project and that these are the Change Order's resulting from these COR's. He said he felt these were what was owed to the contractor. He also explained that they were paid everything they asked for in most instances with the exception of the equipment rates and in some instances, time was added to the contract that was not asked for.
Director Andy Hinson made a motion to approve as read contingent on RD approval
Director Jay Clagg seconded
Vote – 4 ayes 1-absent Motion passed
7. (Action Item) Discussion and possible action to approve CNB Excavating, Inc. Change Order #10 in the amount of \$13,618.98 and the increase of the contract time of six (6) calendar days for the construction of the Phase 4 Wastewater Conveyance System project.
Wayne explained that his is like the previous Change Order and addressed several COR's and he felt that this is what is owed the contractor for the work performed. Again, equipment rates were reduced to follow the Cal Trans guidelines that the District is using on this project.

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Director Andy Hinson made the motion to accept as read
Director Gary Svider seconded
Vote – 4 ayes 1-absent Motion passed

8. (Action Item) Discussion and possible action to approve CNB Excavating, Inc. Change Order #11 for a current contract decrease in the net lump sum amount of \$613,860.22 and payment for materials, manufacture services and applicable fees per Article 11.04F of the contract specifications to be paid to CNB in the lump sum amount of \$287,903.54 for the construction of the Phase 4 Wastewater Conveyance System project.

Wayne explained that this Change Order addresses the work that was pulled from the project with the markups which results in a decrease in the lump sum and the amount owed to CNB for materials and other items that the contractor has already paid for or took delivery of.

Director Jay Clagg made a motion to approve as read
Director Andy Hinson seconded
Vote – 4 ayes 1-absent Motion passed

9. (Action Item) Discussion and possible action to approve CNB Excavating, Inc. Change Order #12 for a decrease in the estimated quantities of items of contract unit price work for a lump sum decrease amount of \$281,801.65 for the construction of the Phase 4 Wastewater Conveyance System project.

Wayne explained that this item refers to quantities of unit price work after the bid items were reconciled. This resulted in a decrease for the contract as well.

Director Andy Hinson approved as read
Director Gary Svider seconded
Vote – 4 ayes 1-absent Motion passed

10. (Action Item) Discussion and possible action to approve CNB Excavating, Inc. Change Order #13 in the amount of \$1,990.08 for the construction of the Phase 4 Wastewater Conveyance System project.

Wayne explained this item is a Change Order for work that is owed to the contractor due to some deleted work in K Storage and Marina Village Rio Way. It covers filling the manhole openings with concrete. All other work that needed to be done was at the responsibility of the contractor.

Director Gary Svider approved as read
Director Andy Hinson seconded
Discussion: Director Hinson asked if all of these Change Orders were subject to RD approval and the answer was yes.
Vote – 4 ayes 1-absent Motion passed

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11. (Action Item) Discussion and possible action for the Board to approve the March 2018 progress payment #19 application for CNB Excavating, Inc. subject to Rural Development funding agency concurrence, in the amount of \$189,461.55 for the construction of the Phase 4 Wastewater Conveyance System project.

District Manager Wayne Posey asked the Board to have this item tabled due to a response received from CNB Excavating, Inc. late last night at 10:00 p.m. He explained that the Agenda has to be posted 24 hours prior to a meeting and was already posted when this response from the contractor was received by him the next business day. Due to the delayed response he would like to give the CM time to review the pay request and will call another meeting upon that review for the Board's approval.

Director Andy Hinson made a motion to table the item to a future meeting

Director Gary Svider seconded

Vote – 4 ayes 1-absent Motion passed

12. (Action Item) Discussion and possible action for the Board to approve Energy & Water Solutions Consulting Engineer's Area 4 design contract Amendments No. 4 in the amount not to exceed \$59,850.

Wayne explained that due to the length of the Area 4 project he has to utilize Glenn Panaro a lot to assist on this project and since he is the design engineer feels comfortable with his help on the closeout and finishing through the connection of the properties on this project.

Director Andy Hinson made the motion to approve Amendment #4 with EWS in an amount NTE \$59,850

Director Jay Clagg seconded

Vote – 4 ayes 1-absent Motion passed

13. (Action Item) Discussion and possible action to award a professional service agreement to AMEC Foster Wheeler for the design of the Phase 5 & 6 Wastewater Conveyance System for a lump sum fee of \$634,900 and an allowance of \$35,000 and to authorize the District Manager to execute the EJCDC contract documents.

Wayne explained that this is finally coming to a close after much work on securing a firm to do this design work within our budget. He explained that AMEC came to the table knowing what we had to spend and brought a proposal under that number and any changes or corrections we made they were agreeable to them as well. He stated that he feels confident they will do a good job for the District. There were no questions.

Director Jay Clagg made a motion to approve as read

Director Andy Hinson seconded

Vote – 4 ayes 1-absent Motion passed

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14. (Discussion) Presentation of the Draft Budget for 2018/2019 FY.

Pam and Wayne gave the Budget worksheet to the Board and called their attention to some of the categories and to keep in mind that there would be Area 4 impacts. They said that they wanted the Board to digest what they have, and the next meeting would start going over line item by line item.

Open Comment:

Wayne explained that the staff would get with the Board if they needed to schedule a further meeting to address the Pay Request for CNB and alerted them to further board items at the next board meeting in April.

Chairman Jeff Daniel adjourned the meeting at 8:15 p.m.

Minutes approved _____ Dated _____
Chairman Jeff Daniel

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