



BUCKSKIN SANITARY DISTRICT

P O Box 5398
Parker, AZ 85344

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

Tuesday, November 13, 2018, 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 Jay Clagg Telephone: Director Gary Svider Absent: Director Andy Hinson & Pat Jones. Staff: District Manager, Wayne Posey, District Admin Pam Stark. Other: Amber Byrd River Septic

1. Call to Order/Roll Call
Chairman Jeff Daniel called the meeting to order and held roll call at 6:00 p.m.
All were present except Director Pat Jones & Andy Hinson.
2. Call to Public
None
3. A). Approval of Regular Meeting Minutes dated 09/18/18
Director Gary Svider made a motion to approve as read
Director Jay Clagg seconded
Vote –3 ayes 2-absent Motion passed

B). Approval of Accounts Payable dated 09/01/2018 – 10/31/2018
Director Jay Clagg made a motion to approve as read
Director Gary Svider seconded
Vote –3 ayes 2-absent Motion passed
4. (Discussion Item) District Managers Report
A). Plant Operator Report
Amber Byrd from River Septic presented September and October Operator Reports due to no meeting by the Board in September and called attention to a clerical error on the report and the flow numbers for the Labor Day Holiday. No questions were asked by the Board.

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B). Administrative Report

Pam went over the two (2) properties that are currently slated for the assessment lien sale on December 4, 2018. She also commended Diane George for her diligence in collecting the delinquent assessments that had originally totaled over 45 properties in the past 30-45 days.

C). Project Status Report

Wayne updated the Board on the WWTP work being done to continue the Phase 4 project and the finalization of the documents for bidding the residential connections for the Phase 4 project. He said that he had met with the County on the septic tank abandonment issue and that it had been worked out. He also said that drilling had begun at the Phase 5/6 WWTP site and WOOD has completed the 50% plans for review. He also talked about the wet wells at Keys 1 & Keys 2 lift stations and the plans to recoat them. He said the District is seeking proposals for that work. He also talked about exhausting all attempts to locate a company to identify all of the illegal storm water connections to the sewers. He showed the Board a device that can be used with manpower to detect these connections with smoke...similar to a fog machine. He said he would do some more research on the labor cost side and bring it back to the board.

5. (Action Item) Discussion and possible action for the Board to authorize the District Manager to advertise for Bids and RFP Documents for the supply of Goods and Special Services relating to Equipment Procurement (Pre-selection) of the advanced secondary treatment process for the Buckskin Sanitary District Phase 5/6 Wastewater Treatment Plant Design.

Wayne explained that the new WWTP needs a secondary treatment process and that this item is the RFP to obtain proposals for a complete system including equipment for sludge holding basins. The proposals are to include pricing, equipment layout, equipment data, ops and maintenance data allowing the District and the design engineer to pre-select the secondary treatment system process and manufacturer before the design is completed.

Director Jay Clagg approved the item as read

Chairman Jeff Daniel seconded

Vote – 3-ayes 2-absent Motion passed

6. Executive Session – Not used

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7. Open Comment

Director Svider asked if the Board need the purchase of the smoke detector to come back to the Board for approval and DM Wayne Posey said it was within his authority level to purchase but would come back to the Board for approval of the labor cost and Director Jay Clagg said he had given direction to the DM to purchase.

Next Regular Board Meeting will be December 18, 2018

8. Adjournment

Director Jeff Daniel adjourned the meeting at 6:55 p.m.

Minutes approved _____ Dated _____
Chairman Jeff Daniel

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