



## BUCKSKIN SANITARY DISTRICT

P O Box 5398  
Parker, AZ 85344

### **MINUTES**

#### **OF THE BUCKSKIN SANITARY DISTRICT BOARD OF DIRECTORS**

##### **Regular Meeting**

**Tuesday, December 18, 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, Director Andy Hinson. Telephone: Director Gary Svider Absent: Director Pat Jones. Staff: District Manager, Wayne Posey, District Admin Pam Stark. Other: Mike Byrd, River Septic, 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. Director Svider was on telephone

2. Call to Public

None

3. A). Approval of Regular Meeting Minutes dated 11/13/18

*Director Jay Clagg made a motion to approve as read*

*Director Gary Svider seconded*

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

B). Approval of Accounts Payable dated 11/01/2018 – 11/30/2018

*Director Andy Hinson made a motion to approve as read*

*Director Jay Clagg seconded*

*Vote –4 ayes 1-absent Motion passed*

4. (Discussion Item) District Managers Report

A). Plant Operator Report

Mike Byrd from River Septic presented the November Operator Report and talked about the construction going on at the Treatment Plant by Kinney Construction and how smoothly everything was going. He said they were great to work with. No questions were asked by the Board.

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letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W.,

Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

B). Administrative Report

Pam stated that no lien sale was held as all assessment accounts had been collected prior to the sale. She said the staff was preparing new accounts in the software system to get ready for the Area 4 connections and billing.

C). Project Status Report

Wayne updated the Board on Contract 104 at the WWTP and said that the contractor Kinney Construction were doing a great job. He said the auger was installed and the electrical was being installed. He also talked about the remaining items to be done there. He said that ADEQ had given the authorization to discharge and RD has approved going out to bid for the residential connections in Area 4 after the holidays. He said that it has to be advertised for 30 days and a pre-construction meeting must be held. He talked about Phase 5/6 and the plans were in review for 50% design and that the proposals submitted for Goods and Services were being reviewed beginning tomorrow with WOOD. He also said that the APP process has begun for the new WWTP and ADEQ wants 8 months of ground water testing.

5. (Action Item) Discussion and possible action for the Board to approve the December 2018 progress payment #1 application for Kinney Construction Services, LLC, subject to USDA Rural Development funding Agency concurrence in the amount of \$59,973.74 for the construction of the Phase 4 Wastewater Treatment Plant Headworks Contract 104.

Wayne explained that this is the first pay app for Kinney Construction Service, LLC and the work that has been done at the WWTP under Contract 104.

*Director Andy Hinson made a motion to approve as read*

*Director Jay Clagg seconded*

*Vote –4 ayes            1-absent            Motion passed*

6. (Discussion) Presentation of the BSD 2018 FY Audit and 2018 Federal Single Audit.

Wayne presented the FY 2018 Audit to the Board and went over the figures. Pam went over the findings with the Board as well.

7. Executive Session - None

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8. Open Comment

Wayne asked the Board to allow him to close the offices on Monday, December 24, 2018 for a full day instead of a half day for the staff due to Christmas falling on Tuesday this year and all were in concurrence.

Pam reminded everyone that we have Officer elections at the next Board Meeting and that there is one open seat on the Board available.

Next Regular Board Meeting will be January 15, 2019

9. Adjournment

Director Jeff Daniel adjourned the meeting at 6:40 p.m.

Minutes approved \_\_\_\_\_ Dated \_\_\_\_\_  
Chairman Jeff Daniel

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