

BOARD OF TRUSTEES MEETING MINUTES

June 18, 2018
** District Office**
5:00 p.m.

I. CALL TO ORDER

The June 18, 2018, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Robert Richer, Richard Pick and Steve Joyce. Mary Ann Pack was excused. SBWRD staff in attendance were Mike Luers, Michael Boyle, Bryan Atwood, Brian Passey, Dan Olson, Kevin Berkley, Chad Burrell and Kim Dudley. Also in attendance were Craig Ashcroft, Carollo Engineering and Jeremy Cook, Cohne/Kinghorn.

II. CONSENT AGENDA – Approval of Board Meeting Minutes for May 21, 2018

Mr. Richer made the motion to approve the Consent Agenda, Mr. Pick seconded and the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer and Mr. Wilking voting in the affirmative.

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,776,667.71 including SCWRF Project Pay Request #26 for \$1,319,388.43 – Mr. Boyle stated Gerber Construction has submitted Pay Request #26 for \$1,319,388.43 (\$1,388,829.93 less \$69,441.50 retainage of 5%). Work includes: continued installing utility piping in pump room of Headworks Bldg, installing sound panels in Odor Control Room of Headworks Bldg, installed air handler in Headworks Bldg, continued formwork and rebar for suspended slab of Bioreactor #1, finished decking roof of Tertiary Filter Bldg, laid masonry walls and installed roof framing for the Auxiliary Electrical Bldg, poured footings and floor slab of SHT Mechanical Bldg, began pulling electrical wire from main breakers into Headworks and Solids Bldgs, started setting wall forms and pouring concrete for the SHT, and continued work on process yard piping, including pressure testing.

The work is 76.51% complete. The time elapsed is 62.09%.

Mr. Pick made the motion to approve the Expenditures, Mr. Richer seconded and the motion carried with Mr. Joyce, Mr. Richer, Mr. Pick and Mr. Wilking voting in the affirmative.

V. SUBDIVISION PROJECTS

A. The Ridge @ Canyon Village – 63.36 REs

The applicant has filed a Line Extension Agreement to serve the The Ridge @ Canyon Village development. This project will connect to the existing wastewater system that is in Red Pine Drive.

Staff recommends approval.

B. Lower Silver Creek Road Sewer Extension – 15.5 REs

Service Area #3 in Silver Creek is planning on re-paving Silver Creek Road this summer. Prior to this work, The Mountain Life Church would like to extend the wastewater system to their building and adjacent lots to accommodate any future expansion.

Service Area #3 has agreed to delay the paving of Silver Creek Road until the sewer line is installed. As the line is extended, service lateral wyes will be installed for the future connections of adjacent lots.

Staff recommends approval.

Mr. Joyce made the motion to approve the Subdivision Projects – A. The Ridge @ Canyon Village – 63.36 REs and B. Lower Silver Creek Road Sewer Extension – 15.5 REs, Mr. Richer seconded and the motion carried with Mr. Pick, Mr. Joyce, Mr. Richer and Mr. Wilking voting in the affirmative.

**Estimated LEA REs Year to Date: Above Splitter 0; ECWRF 251.66; SCWRF 285.17; Total 536.83
Proposed this Meeting: Above Splitter 0; ECWRF 78.86; SCWRF 0; Total 78.86**

VI. DISTRICT MANAGER

A. Discussion Items – Audit services – Mr. Luers reviewed the audit firm who has reviewed our financial records. Mr. Passey talked about the different field auditors who worked with the District staff over the past 20 years.

Mr. Joyce recommended that we change firms every two years.

Mr. Passey said we will issue a RFP. Mr. Luers asked the Board if they would like us to RFP for 2019. The Board made a decision to change the auditors for 2019 and thereafter.

- B. Information Item
 - 1. Financial Statement
 - 2. Impact Fee Report

VII. FUTURE AGENDA ITEMS

A. Projects
B. Operations – Mr. Luers introduced Chad Burrell as the Operations Manager in training. He will be taking over for Mr. Boyle when he retires.

Congratulations to Mr. Burrell.

C. Finance
D. Governmental Matters – Mr. Luers updated the Board on the Fish Study. He stated that we are waiting on the permit from DWR. Hopefully it will be approved by July 11, 2018.

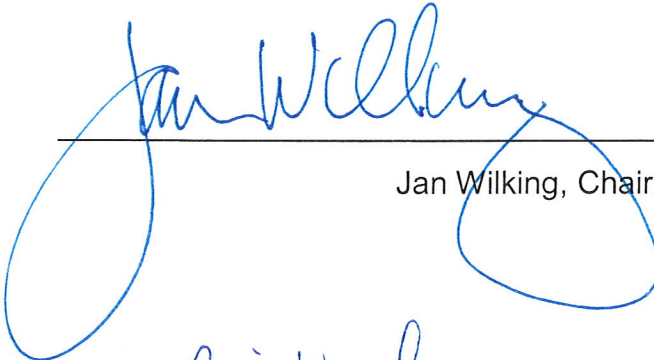
Baylor University will arrive on July 11, 2018 and will be here for a couple of weeks conducting the study.

We will keep the Board updated on this study.

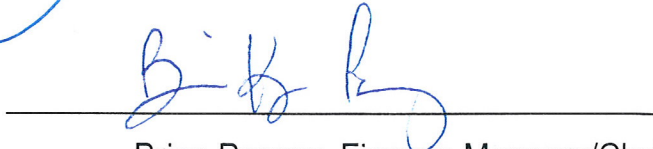
VIII. ADJOURN

Mr. Pick made the motion to adjourn at 5:39 p.m., Mr. Richer seconded and the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer and Mr. Wilking voting in the affirmative.





Jan Wilking, Chairman



Brian Passey, Finance Manager/Clerk