

BOARD OF TRUSTEES MEETING MINUTES

June 17, 2019
** District Office**
5:00 p.m.

I. CALL TO ORDER

The June 17, 2019, 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, Brian Passey, Dan Olson, Chad Burrell, Kevin Berkley, Scott McPhie, Devin Sagers, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, and Craig Ashcroft, Carollo Engineering

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for May 20, 2019
- B. Escrow Fund Reduction Approval
Synergy Commons – Retain 8 percent
- C. Final Project Approval
Synergy Commons

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

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,014,329.08 including SCWRF Project Pay Request #38 for \$344,745.37 Approval of Change Order #1 – Mr. Burrell stated Gerber Construction has submitted Pay Request #38 for \$344,745.37. Ongoing work includes: Concrete has been poured for the drive to the Equalization Basins, finish grading has been started on the west side of the new facility, work continues to finish the smaller utility piping for storm drain and other drains, demolition of the existing Clarifiers and Oxidation Ditch continue, demolition of the existing Operations Building has started, backfilling of Clarifier pits has started, punch list items continue to be worked on for each building.

Mr. Burrell discussed that we have a Change Order #1. This Change Order only involves adding time to the contract. The District has decided to install new fencing around the entire perimeter of the property, including access gates, (approximately 40 acres) owned by the District. In order to give the contractor sufficient time to accomplish this task, it is proposed that an additional 69 days be added to the contract completed date.

The cost of the fencing (approximately \$200,000) is included in the current contract under Allowance Items. Thus, the Change Order does not increase the dollar amount of the contract. The revised Contract Completion date would November 23, 2019.

The work is 95.04% complete. The time elapsed is 91.41%. (Based on original completion date of September 15, 2019.)

Mr. Richer asked about the payment to Legacy Equipment. Mr. Olson stated that it was for the camera on the TV truck to camera the sewer lines.

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

V. SERVICE AWARDS – Devin Sagers – 5 years

Mr. Wilking presented Mr. Sagers with his service award for 5 years. He thanked him very much.

Mr. McPhie stated that Mr. Sagers has been with the District for 5 years and within that short period of time he has taken the initiative to work hard on continuing his education, which in turn has allowed him to

become an unrestricted operator IV.

Mr. McPhie said that Mr. Sagers is a joy to work with, he approaches everything with a great attitude regardless of what the job is and who he works with. Mr. Sagers helps manages a group of guys and it makes my job so much easier. Mr. McPhie wants to let Mr. Sagers know how much we appreciate him and how valuable he is to the District.

Congratulations to Mr. Sagers on his service award for 5 years.

VI. SUBDIVISION PROJECTS

Silver Creek Village Lot 8 – 64 REs

A Line Extension Agreement has been filed to extend the wastewater main lines into Lot 8 of Silver Creek Village. Two lines will connect to the Silver Creek Village system that has been accepted by SBWRD.

Staff recommends approval.

Mr. Joyce made the motion to approve the Subdivision Projects – Silver Creek Village Lot 8 – 64 REs, Mr. Pick seconded the motion carried with Mr. Richer, Mr. Pick, and Mr. Wilking voting in affirmative.

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 0; # SCWRF 166; Total 166
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 112; Total 112

VII. DISTRICT MANAGER

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

Mr. Richer made the motion to adjourn to Closed Session at 5:23 p.m., Mr. Pick seconded and the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer, and Mr. Wilking voting in the affirmative.

VIII. CLOSED SESSION – Discuss the character, professional competence or physical or mental health of an individual

Mr. Richer made the motion to reconvene to Open Session at 5:45 p.m., Mr. Pick seconded and the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer, and Mr. Wilking voting in the affirmative.

IV. FUTURE AGENDA ITEMS

- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

X. ADJOURN

Mr. Richer made the motion to approve to Adjourn at 6:15 p.m., Mr. Pick seconded the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer, and Mr. Wilking voting in the affirmative.



Jan Wilking

 Jan Wilking, Chairman

Brian Passey

 Brian Passey, Finance Manager/Clerk