

**OFFICIAL MINUTES FOR THE  
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT  
NOVEMBER 27, 2018 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:50 PM.

Roll Call showed a quorum (5 of 5):

Dave Moore, Chair; Eva Berst, Vice Chair; Barrie Dickerson, Treasurer; Dorothy Moore, Secretary; Jed Carter, Member-at-Large

Also in attendance: Management– Randy Hrabina, Sarah Hrabina

Public: Cindy Brannan

The Chair asked for a moment of silence for the customary Reflection Time

**Agenda Item #3 Board Member Reports**

Dave Moore reported the postings made to BCCWID website and Eva Berst reported the postings to the Black Canyon City Bulletin Board on Facebook.

**Agenda Item #4 Approval of Minutes 10/23/18 Regular Board Meeting**

The October 23, 2018 Regular Board Meeting minutes were reviewed. All Board members stated they had read the minutes. With no additions or corrections noted, Barrie Dickerson made the motion to accept the minutes as written. Eva Berst seconded the motion and, upon vote, the minutes from the October 23, 2018 Regular Board Meeting were approved unanimously.

**Agenda Item #5 Treasurer's Financial Report for Approval as of 10/31/18**

Treasurer Barrie Dickerson presented the 10/31/18 Financial Report:

Account	Beginning	Ending	Change
General Fund	\$ 78,269.06	\$ 92,495.96	\$ 14,226.90
Security Deposits	\$ 45,440.00	\$ 45,540.00	\$ 100.00
Impact/Capital Fund	\$175,916.51	\$ 176,116.77	\$ 200.26
Arsenic Sinking Fund	\$ 75,991.71	\$ 78,595.79	\$ 2,604.08
Recap/Bank of the West	\$ 22,845.78	\$ 26,607.55	\$ 3,761.77
Account Totals =	\$398,463.06	\$ 419,356.07	\$ 20,893.01

Cash Management	Deposits	\$ 46,740.99
GJ Adjustments:		
Monthly scanner fee		-\$ 45.00
B/W 10/31 entries posted		
11/7 NSF ck & bank fees		-\$ 238.76

Cash Management	Deductions/checks	-\$ 25,564.22
	Net Gain/(Loss)	\$ 20,893.01

(Note #1: AZ Sales Tax payment is made with a DEBIT from the Bank of the West account)

October billing totaled \$37,545.08. Water consumption for the month was reported at 3,970,000 gallons compared to 4,365,000 gallons the previous month and the October 2017 comparison of 5,056,000 gallons. Total gallons billed for the fiscal year-to-date was 19,202,000 gallons (4 months); with comparison to previous fiscal year-to-date of 21,251,000 gallons. The financials include Quick Books invoices #2432 to #2441 and In-Hance Audits #16,082 through #16,149 with the accounts receivable in both In-Hance and Quick Books balancing at \$19,946.59.

One Impact Fee was collected in October: a/c#799 Audit#16,136 \$2,500.00

Sarah mentioned that the \$50 bid packet check from one of the contractors (In-Ground Construction) was returned by the bank for NSF. Since the bank charges the District for returned checks, Sarah felt it was not worth trying to resubmit the check. This item will just need to be written off.

Sarah also included a letter from Yavapai County indicating they have overcome the difficulties with the new system they have installed. The bank reconciliation on the Yavapai County accounts have now been generated and are up to date through 10/31/18.

Dave Moore then noted a couple of minor errors needing to be corrected on the Financial report.

Eva Berst moved to accept the Financial Report, with the corrections noted. Jed Carter seconded the motion and, upon vote, the Financial Report as of 10/31/2018 passed unanimously.

**Agenda Item #6 Operations Report and Approval as of 11/26/18**

Randy Hrabina presented the Operations Report, giving a recap of the Oct 20, 2018 through Nov 26, 2018 activities with 29 work orders completed including turn-ons, turn-offs, meter re-reads, meter/valve repair/replacement, line break/leak repairs, and other service needs. There were 8 Blue Stakes marked for the period; 39 pink slips.

Test results from Test America for monthly Bac-t's (E-Coli & Coliform) for October were negative.

WELL STATS: Well levels had improved last month and continue to be in the NORMAL range

<u>Water Levels:</u>	<u>Last Report/ Oct 2018</u>	<u>This Report/ Nov 2018</u>
Big John #1	21' Draw to 23'	21' Draw to 23'
Big John #2	21' Draw to 24'	21' Draw to 24'
GOA #1	21' Draw to 23'	21' Draw to 23'
GOA #2	21' Draw to 25'	21' Draw to 25'
Oasis #1	22' Draw to 25'	22' Draw to 25'
Oasis #2	22' Draw to 25'	22' Draw to 25'

System Operator, Bob Hanus inspected the daily log book for the system, as required by ADEQ, and found everything to be in order for the month of October 2018.

At this point there was a brief discussion regarding Black Canyon Ranch RV Park, and the placement of park model homes over the top of the main water line running through the property. If there is ever a leak in the line where it runs under the homes, the homes will have to be moved in order to fix the leak. Dave Moore suggested that all residents with homes over the main line should be informed, in writing, of the situation. Randy is also planning on attending an upcoming meeting at the RV Park to express his concerns.

Chair Dave Moore inquired about AdEdge and the final electrical connections needing to be completed on the arsenic systems. Randy replied that he is scheduled to have a telephone conference next week to go over everything. They are scheduled to come out December 17 and should have the work completed within two days.

Dave Moore then asked for an update on the well drilling project. Randy says that he has no information from Garth (the driller) at all. He has not been able to get a date or even a month that Garth might be able to come do the work, as he is so busy. Randy prefers to have Garth do the job because he will drill a 12 inch well. If Randy finds it necessary to go with an alternate driller, the well would be 8 inches. However, if this is the only way to get the needed well drilled, Randy might have to settle for the smaller well.

Dave asked a final question, regarding whether or not Randy has heard from David Albins regarding the Big John lease. Randy said he has not yet heard anything, but he will stop and talk with David next time he sees him over at the property.

With no further discussion or questions, Barrie Dickerson made a motion to accept the operations report with one small correction noted by Sarah Hrabina. The motion was seconded by Eva Berst and, upon vote, the measure passed unanimously.

**Agenda Item #7 Update on the Ann Black/K-Field Water Main Replacement Project**

Randy Hrabina gave a recap of the progress on the Water Main Replacement project on Ann Black and K-Field Roads. The work on K-Field Road is complete other than one sample needing to be done before activating the line. One change made to the original plan was to add a valve near Old Black Canyon Highway to allow for a future line crossing under the highway. On Ann Black Street nearly 140 feet of line has been run so far. Numerous gas lines needing to be crossed might slow progress, but the main work should be completed by the end of this week or early next week, with cleanup being the only thing left to do. The county inspector has been pleased with the work that has been done so far. In order to tie in to the existing line at K-Field and Bertha St, management opted to have someone come in and tap the line and add the new 6" valve. While this did add a small additional expense to the project, it got the job done quickly and efficiently without having to cut service to customers. The same procedure will be done on K-Mine Road.

This agenda item was for information purposes only, so no Board action was required.

**Agenda Item #8 New Capital Improvement Project(s)**

Chair Dave Moore asked Randy Hrabina to discuss the next capital improvement project being proposed. Randy wanted to present the project for Board approval in order to do the plans for the project. If approved, the project would be presented at the December Board meeting to go to bid. The bids would be accepted prior to the January 2019 Board meeting, at which time bids would be opened and the Board would determine who the project would be awarded to, with work beginning at the end of January 2019.

The project involves replacement of an old galvanized line that currently runs under Mid Way RV Park, with the new line (approx. 400 feet of 6" line) running along Old Black Canyon Highway. The new line would run along the highway from in front of Beni's Pizza down to K-Mine Rd, where it would tie in with the 6" main. There would also be a connection with a 4" line crossing the highway by 4B's Café. There would also be a need to run a new line down the alley behind the bar to service the bar and Midway, which would eliminate all the galvanized line going through Midway. There is one service on Abbot St that comes off the galvanized line, so that service would also have to be relocated. Approximate cost for the project is \$47,500.

Barrie Dickerson made a motion to approve Randy putting together the plans for the Old Black Canyon Highway Relocation Project, to be presented at the December Board meeting. Dave Moore seconded the motion and, upon vote, the measure passed unanimously.

**Agenda Item #9 Call to the Public**

None

**With no other business to come before the Board, the Chair adjourned the meeting at 6:29 P.M. Chair Dave Moore thanked everyone for their attendance and announced that since the 4<sup>th</sup> Tuesday in December is the 25<sup>th</sup>, the next Board Meeting will be December 18, 2018.**

**Certification:**

I, Sarah J. Hrabina, certify that the Agenda for the November 27, 2018 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on November 21, 2018, on or before 4:30 PM.

*Sarah J. Hrabina*  
Sarah J. Hrabina

**ATTESTED:**

I, Dorothy Moore, Secretary for the Black Canyon City Water Improvement District certify that the minutes are true and correct to the best of my knowledge and belief.

Respectfully submitted,

*Dorothy Moore*

Dorothy Moore, Secretary

Transcription of minutes completed by Lavon Van Dusen 12/4/2018.  
A full recording is available; 0:39:30 in length