

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
DECEMBER 18, 2018 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:47 PM.

Roll Call showed a quorum (4 of 5):

Dave Moore, Chair; Eva Berst, Vice Chair; Dorothy Moore, Secretary; Jed Carter, Member-at-Large (arrived at 5:52)

Also in attendance: Management– Randy Hrabina, Sarah Hrabina

Public: Wil T

Not in Attendance: Barrie Dickerson, Treasurer

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

Agenda Item #3 Board Member Reports

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

Agenda Item #4 Approval of Minutes 11/27/18 Regular Board Meeting

The November 27, 2018 Regular Board Meeting minutes were reviewed. All Board members stated they had read the minutes. With no additions or corrections noted, Eva Berst made the motion to accept the minutes as written. Dorothy Moore seconded the motion and, upon vote, the minutes from the November 27, 2018 Regular Board Meeting were approved unanimously.

Agenda Item #5 Treasurer's Financial Report for Approval as of 11/30/18

Since Treasurer Barrie Dickerson was absent, Chair Dave Moore requested that Sarah Hrabina present the 11/30/18 Financial Report:

Account	Beginning	Ending	Change
General Fund	\$ 92,495.96	\$134,390.32	\$ 41,894.36
Security Deposits	\$ 45,540.00	\$ 45,540.00	\$ 0.00
Impact/Capital Fund	\$176,116.77	\$100,116.77	-\$ 76,000.00
Arsenic Sinking Fund	\$ 78,595.79	\$ 81,095.79	\$ 2,500.00
Recap/Bank of the West	\$ 26,607.55	\$ 22,415.10	-\$ 4,192.45
Account Totals =	\$419,356.07	\$383,557.98	-\$ 35,798.09

Cash Management	Deposits	\$ 38,175.73
GJ Adjustments:		
Monthly scanner fee		-\$ 45.00
NSF cks & bank fees; (+voided ck- net adj)		-\$ 89.84
Cash Management	Deductions/checks	-\$ 73,838.98
	Net Gain/(Loss)	-\$ 35,798.09

(Disbursements include Chandler Const. Project 50% \$39,250; R Hrabina Arsenic Upgrades \$4,750 and AdEdge \$4,843.79

AZ Sales Tax payment is made with a DEBIT from the Bank of the West account)

November billing totaled \$36,032.36. Water consumption for the month was reported at 3,539,000 gallons compared to 3,970,000 gallons the previous month and the November 2017 comparison of 4,477,000 gallons. Total gallons billed for the fiscal year-to-date was 22,741,000 gallons (5 months); with comparison to previous fiscal year-to-date of 25,728,000 gallons. The financials include Quick Books invoices #2442 to #2454 and In-Hance Audits #16,150 through #16,207 with the accounts receivable in both In-Hance and Quick Books balancing at \$19,900.95.

One Impact Fee was collected in November: a/c#175 Audit# 16,188 \$2,500.00

Dave Moore moved to accept the Financial Report as written. Eva Berst seconded the motion and, upon vote, the Financial Report as of 11/30/2018 passed unanimously.

Agenda Item #6 Operations Report and Approval as of 12/16/18

Randy Hrabina presented the Operations Report, giving a recap of the Nov 27, 2018 through Dec 16, 2018 activities with 20 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 7 Blue Stakes marked for the period; pink slips had not yet been sent out since this month's meeting came earlier than usual.

Test results from Test America for monthly Bac-t's (E-Coli & Coliform) for November 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/ Nov 2018</u>	<u>This Report/ Dec 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 November 2018.

Randy Hrabina gave an update on the arsenic upgrade project. Employees from AdEdge had arrived on Monday and have been working with Randy to complete the work needing to be done on the arsenic system. They began at the Big John site which is not quite 100% complete, and also worked today on the GOA site. There have been some engineering issues but the workers will be here until the end of the week and the project will be completed.

Chair Moore asked about an issue that Randy had brought up during the November meeting regarding some park model homes in Black Canyon Ranch RV Park that were set up over the main water line running through the park. 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 had suggested that all residents with homes over the main line should be informed, in writing, of the situation. Randy stated that a letter had not yet been sent out. It was recommended that a letter, signed by both Management and the Chair, should be sent out to the owner, the manager, and the affected residents.

With no further discussion or questions, Dave Moore made a motion to accept the operations report as presented. The motion was seconded by Jed Carter 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 project is complete and went well, overall. There were a few unexpected lines found during the project and there were a lot of boulders in the dig area, which slowed the work pace a bit. The project did go a little over budget due to some additional materials needed (mainly valves put in place for future use, and an additional 50 feet of line). Randy was pleased with how the job went and he felt the contractor, Tony Chandler, was also satisfied with the project.

Dave Moore asked if there had been any comments or complaints from residents. Randy stated that after the job was completed, one customer said her toilets were running. Randy told her what to do to try to fix the problem. She did not contact him again, so he is assuming she was able to take care of the issue.

Dorothy Moore commented on the work and how nicely everything had been cleaned up at the completion of the job.

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 stated that the next project he would like the Board to approve is to replace a line along Old Black Canyon Highway; to put in a new line down the alley behind the bar to service the bar and Midway RV Park; to relocate the meter for Beni’s Pizza; and to give the old church building on Abbot St (now privately owned) a new service line. Randy is proposing to get rid of all the galvanized line that is currently in use in those areas. Estimated cost for the project is \$58,000 which includes: the contractor, material, blacktop, and slurry. If the Board approves the project to go out for bids and the bids come in satisfactory, the project would begin at the end of January. Chair Dave Moore made a motion to put the Old Black Canyon Highway Capital Improvement Project out to bid, with Jed Carter seconding the motion. Upon vote the measure passed unanimously.

Agenda Item #9 2019 Calendar for Regular Board Meetings

The proposed schedule for 2019 Board Meetings was discussed. It was determined that no one wanted to meet on Christmas Eve, so that meeting was moved to the third Tuesday of that month. There were no other conflicts with the schedule. The 2019 Calendar for Regular Board Meetings:

January 22 nd	April 23 rd	July 23 rd	October 22 nd
February 26 th	May 28 th	AUGUST: NO MEETING	November 26 th
March 26 th	JUNE: NO MEETING	September 24 th	December 17 th

Agenda Item #10 Call to the Public

Wil T asked several questions regarding the functioning of the Water District which Randy Hrabina responded to.

With no other business to come before the Board, the Chair adjourned the meeting at 6:30 P.M. Chair Dave Moore thanked everyone for their attendance and announced that the next Board Meeting will be January 22, 2019.

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the December 18, 2018 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on December 14, 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 12/24/2018.
A full recording is available; 0:35:29 in length