

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
NOVEMBER 26, 2019 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:47 PM,
Roll Call showed a quorum (5 of 5):
Dave Moore, Chair; Scott Butler, Vice Chair; Dorothy Moore, Treasurer; Karen Gray, Secretary; Jed Carter, Member-at-Large
Also in attendance: Management– Randy Hrabina, Sarah Hrabina
Public: Garrie Prince, Idotha Oracion
The Chair asked for a moment of silence for the customary Reflection Time

Agenda Item #3 Board Member Reports

Dave Moore and Scott Butler reported the postings made to the Black Canyon City Bulletin Board on Facebook as well as to the BCCWID website.

Agenda Item #4 Approval of Minutes for 10/22/19 Regular Board Meeting

The minutes for the October 22, 2019 Regular Board Meeting were reviewed. All Board members stated they had read the minutes and found no corrections necessary. Dorothy Moore made the motion to accept the minutes as written. Scott Butler seconded the motion and, upon vote, the minutes from the October 22, 2019 Regular Board Meeting were approved unanimously.

Agenda Item #5 Treasurer's Financial Report for Approval as of 10/31/19

Treasurer Dorothy Moore presented the 10/31/19 Financial Report:

Account	Beginning	Ending	Change
General Fund	\$ 48,861.39	\$ 66,999.39	+\$ 18,138.00
Security Deposits	\$ 45,990.00	\$ 45,990.00	\$ 0
Impact/Capital Fund	\$145,360.49	\$ 63,443.63	-\$ 81,916.86
Arsenic Sinking Fund	\$ 31,356.37	\$ 31,380.89	+\$ 24.52
Recap/Bank of the West	\$ 6,347.59	\$ 13,676.78	+\$ 7,329.19
Account Totals =	\$277,915.84	\$221,490.69	-\$ 56,425.15
Cash Management	Deposits		\$ 49,268.25
GJ Adjustments:			
Less: Monthly scanner fee			-\$ 45.00
Plus: VOIDED ck#200211			
Drill Tech; re-issued			+\$ 18,190.75
Cash Management	Deductions/checks		- \$123,839.15
	Net Gain/(Loss)		-\$ 56,425.15

Oct billing totaled \$39,412.09. Water consumption for the month was reported at 4,118,000 gallons compared to 5,290,000 gallons the previous month and the October 2018 comparison of 3,970,000 gallons. Total gallons billed for the fiscal year-to-date was 20,740,000 gallons (4 months); with comparison to previous fiscal year-to-date of 19,202,000 gallons. The financials include Quick Books invoices #2570 to #2582 and In-Hance Audits #16,863 through #16,935 with the accounts receivable in both In-Hance and Quick Books balancing at \$30,089.59.

Review of all audit adjustments was done- delinquent & penalty fees posted; Final Reads/refund Sec Deposits; re-read/corrections; turn-on;/turn-off

No Impact Fees were recorded in October.

Dave Moore pointed out that Sarah Hrabina had included an attachment showing the year-to-date figures with the projected budget amounts for a comparison. He felt it was enlightening and, in places, encouraging to see where the District is at currently in this fiscal year.

With no further questions or discussion, Jed Carter made a motion to accept the 10/31/19 Financial Report as presented. Karen Gray seconded the motion and, upon vote, the motion carried unanimously.

Agenda Item #6 Operations Report for Approval as of 11/25/19

Randy Hrabina presented the Operations Report, giving a recap of the Oct 21, 2019 through Nov 25, 2019 activities with 38 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 9 Blue Stakes marked for the period; 47 pink slips.

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

4th Quarter Arsenic:

	4th Qtr	3rd Qtr comparison
GOA	0.0033	0.0023
Big John	0.0013	0.0013
Oasis	<0.0010	0.0011

WELL STATS: Well levels continue to be in the NORMAL range

Water Levels:	Last Report/ Oct 2019	This Report/ Nov 2019
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'

Randy stated that all Backflow Test reports have been received with the exception of Ron's Market. Their backflow was tested but needed repairs. Repair parts have been ordered and as soon as repairs are made it will be re-tested to be in compliance.

Regarding the GOA#3 well site, Randy stated that Drill Tech had returned and perforated and developed the well with great results. Randy is now waiting for Pump Tech to return and reinstall the pump.

System Operator, Bob Hanus inspected the daily logbook for the system, as required by ADEQ, and found everything to be in order for the month of October 2019.

Jed Carter asked if Ron's Market was responsible for the backflow repairs and retesting. Randy explained that the store was responsible for the repairs and also for having a certified company come to retest the device. Sarah stated that there were other customers who had to have repairs done on their devices as well, but were able to complete theirs and have the retesting done by the due date. Since the repairs at Rons' required shipping of parts, they were delayed. They should have repairs and retesting completed within the week.

With no further discussion or questions, Dave Moore made a motion to accept the operations report as of Nov 25, 2019. The motion was seconded by Jed Carter and, upon vote, the measure passed unanimously.

Agenda Item #7 Special Request- S Old Mud Springs Road

Chair Moore explained that Garrie Prince is seeking Board approval to annex a parcel of land adjoining his property. He owns both the parcel he lives on and the adjoining parcel. His property is located off Old Mud Springs Road and he currently has water service from the District to the parcel he resides on. However, the adjoining parcel is not within the District, which is why he is seeking this annexation. Garrie is a veteran who requires the services of a caregiver. He has been to Yavapai County to request a permit for temporary housing for his caregiver to be placed on the adjoining parcel. The County is requesting the two parcels be combined into one in order for them to issue a permit, and they cannot do this unless both properties are within the Water District. The permit for the caregiver's housing is considered temporary and any dwelling would have to be removed when the caregiver is no longer needed. There would be no additional meter needed as the water

would be supplied through the current meter. Yavapai County has indicated that District approval by resolution is required before they can proceed. If in agreement, the matter must be given to the District's attorney with Mr. Prince paying any and all costs associated with the request, which Garrie has indicated he understands. The resolution should be able to be presented at the December meeting if returned by the attorney in sufficient time, which Dave did not think would be a problem.

At this point Chair Moore gave Garrie and his caretaker, Idotha the chance to add anything they felt might be pertinent to this request. Garrie stated that if the two properties were joined, there would never be a need for an additional meter as the properties would become one parcel which would be serviced by the current meter. If the Board agrees to the annexation, the County claims the process can proceed to grant Mr. Prince his requested permit. Garrie said he has been working on this since last February and, according to the County, this is the last hurdle to be overcome.

Dave stated that he has been in contact with a woman at the County office who gave him information the District needed in order to complete this process correctly the first time, so there would not be further delays for Mr. Prince to get his permit. Dave will take the information and share it with the lawyer and ask him to look over it and do what is required to complete the process.

Randy Hrabina pointed out that, in order to complete this process, the District would need permission from Jean Albins. He has placed a call and is waiting for a return call from David Albins who is acting on behalf of Jean. Randy said he does not believe there will be a problem with obtaining their agreement.

Idotha asked if the Board would have an ETA as to when this process might be completed. Dave answered that if everything goes smoothly, the decision should be made by the next Board meeting, on Dec.17.

Sarah requested that the Board agree tonight that if permission is received from Jean Albins, then the process would be given to the District's lawyers to complete the legalities, so everything would be ready by the next meeting for the Board to pass the resolution. Sarah also told Mr. Prince she would keep in touch with him as to the progress of the request.

Scott Butler asked if the District was required to obtain permission from Mrs. Albins any time new service is to be established on a property that previously had no service. Sarah explained permission was only necessary if the new service would require that the District extend the main line in order to serve that property. The District has had to do this in the past, but this is the first time this management team has had to request permission for annexation of additional property (extending the District's boundaries).

The Board all agreed that the process should continue forward, with the request for permission from Jean Albins, followed by the lawyers completing the necessary paperwork, so that the resolution would be ready for Board vote at the December meeting.

No further Board action was required at this time.

Agenda Item #8 GOA #3 Well Update

Chair Moore called on Randy Hrabina to expound on this agenda item. Randy explained that the well driller came out and perforated the well from 80 feet up to 25 feet, then started developing the well, and the work came out good. He then shared a video that showed the high flow of water obtained after the work was completed. Randy has determined that most of the water is currently not at the depth drilled (120 feet) but is up higher. He feels it is not a waste to go that deep because it still provides that volume of water sitting in the well and perhaps after time the water supply will get better at that depth. Once the pump is put in, before the well can be tied into the system, it will need to be pumped extensively to flush out the murky water and get to the clear water, as well as to obtain samples to send to ADEQ. Randy is confident this will be a good well.

Dave asked how much water the other two wells at that site would pump when running at full capacity. Randy responded that they could pump up to 100-125 gallons per minute. However, none of the wells need to run long with the current low water usage, so the well levels do not drop significantly. Randy reminded Board members that the reason this new well was needed was for times of drought, when more water will be needed.

This agenda item was for informational purposes only. No Board action was required.

Agenda Item #9 Final Update Vladimir Project

Dave again called on Management to give a final report on the Vladimir/Thalhoefer project. Randy stated that the project is now finished. There was a bit of blacktop work done today and everything is now complete.

Overall the job went well despite a few issues that had to be dealt with. To Randy's knowledge there were no complaints from anyone regarding the work that was done. Even though a couple of sections of street had to be temporarily closed a couple of times, there were alternate routes people could take so they were still able to get where they needed to go. The project did go slightly over-budget on materials, but not on contractor expenses.

This agenda item was for informational purposes only. No Board action was required.

Agenda Item #10 2020 Board Calendar

At this time Chair Dave Moore quickly ran through the proposed schedule for 2020 Regular Board Meetings:

January 28th	April 28th	July 28th	October 27th
February 25th	May 26th	August: NO MEETING	November 24th
March 24th	June: NO MEETING	September 22nd	December 22nd

Agenda Item #11 Call to the Public

None

**With no other business to come before the Board, the Chair adjourned the meeting at 6:26 P.M.
Chair Dave Moore thanked everyone for their attendance and announced that the next Board Meeting will be December 17, 2019.**

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the November 26, 2019 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on November 20, 2019, on or before 4:30 PM.

Sarah J. Hrabina
Sarah J. Hrabina

ATTESTED:

I, Karen Gray, 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,

Karen Gray
Karen Gray, Secretary

Transcription of minutes completed by Lavon Van Dusen 12/05/2019.
A full recording is available; 37:22 in length