

**OFFICIAL MINUTES FOR THE  
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT  
FEBRUARY 25, 2020 REGULAR BOARD MEETING**

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

Roll Call showed a quorum (3 of 5):

Dave Moore, Chair; Karen Gray, Secretary; Dorothy Moore, Treasurer

Not in attendance: Scott Butler, Vice Chair; Jed Carter, Member-at-Large; Management– Randy Hrabina, Sarah Hrabina

Public: Tony Chavez, Judy Burgess; Bill Johnston

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 the Black Canyon City Bulletin Board on Facebook as well as to the BCCWID website.

**Agenda Item #4 Approval of Minutes for 1/28/20 Regular Board Meeting**

The minutes for the January 28, 2020 Regular Board Meeting were reviewed. All Board members stated they had read the minutes and found no corrections necessary. Dave Moore made the motion to accept the minutes as written. Dorothy Moore seconded the motion and, upon vote, the minutes from the January 28, 2020 Regular Board Meeting were approved unanimously.

**Agenda Item #5 Treasurer's Financial Report for Approval as of 1/31/20**

Treasurer Dorothy Moore presented the 1/31/20 Financial Report:

Account	Beginning	Ending	Change
General Fund	\$ 31,627.19	\$ 34,043.77	+\$ 2,416.58
Security Deposits	\$ 45,990.00	\$ 45,990.00	\$ 0
Impact/Capital Fund	\$ 77,858.50	\$ 86,666.28	+\$ 8,807.78
Arsenic Sinking Fund	\$ 33,965.04	\$ 36,496.63	+\$ 2,531.59
Recap/Bank of the West	\$ 9,584.71	\$ 11,060.37	+\$ 1,475.66
Account Totals =	\$199,025.44	\$214,257.05	+\$ 15,231.61
Cash Management	Deposits		\$ 37,753.69
GJ Adjustments:			
Less: Monthly scanner fee			-\$ 45.00
Two voided checks (10937 & 11138)			+\$ 27.79
Cash Management	Deductions/checks		- \$ 22,504.87
	Net Gain/(Loss)		+\$ 15,231.61

Jan billing totaled \$37,198.48. Water consumption for the month was reported at 3,596,000 gallons compared to 3,251,000 gallons the previous month and the January 2019 comparison of 3,594,000 gallons. Total gallons billed for the fiscal year-to-date was 31,558,000 gallons (7 months); with comparison to previous fiscal year-to-date of 29,987,000 gallons. The financials include Quick Books invoices #2607 to #2616 and In-Hance Audits #17,045 through #17,086 with the accounts receivable in both In-Hance and Quick Books balancing at \$27,097.93.

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 January

With no further questions or discussion, Karen Gray made a motion to accept the 1/31/20 Financial Report as presented. Dave Moore seconded the motion and, upon vote, the motion carried unanimously.

**Agenda Item #6 Operations Report for Approval as of 2/24/20**

Since Management Randy Hrabina was unable to attend this meeting, Chair Dave Moore presented the Operations Report, giving a recap of the Jan 28, 2020 through Feb 24, 2020 activities with 25 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; 49 pink slips. Test results from Test America for monthly Bac-t's (E-Coli & Coliform) for January were negative.

1<sup>st</sup> Quarter Arsenic:

	1 <sup>st</sup> Qtr	4 <sup>th</sup> Qtr comparison
POE 1/GOA	0.0031	0.0033
POE 2/Big John	<0.0010	0.0013
POE 4/Oasis	<0.0010	<0.0010

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

Water Levels:	Last Report/ Jan 2020	This Report/ Feb 2020
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 logbook for the system, as required by ADEQ, and found everything to be in order for the month of January 2020.

With no further discussion or questions, Dave Moore made a motion to accept the operations report as of Feb 24, 2020. The motion was seconded by Karen Gray and, upon vote, the measure passed unanimously.

**Agenda Item #7 CPA Engagement Letter**

In preparation of the upcoming fiscal year audit for Fiscal Year ending 6/30/2020, CPA Alyx Cohan needs the engagement letter approved to contract the service with her. Unfortunately, the letter has not yet arrived, so the Board decided to table this item until next month's meeting. No further Board action was needed at this time.

**Agenda Item #8 Budget Committee**

Chair Dave Moore explained that it is time once again to start planning for the 2020-21 Fiscal Year, which is done by a Budget Committee. The Committee is usually comprised of Sarah from Management, two Board members (usually the Treasurer and one other Board member), and, if possible, several volunteers from the Public. Treasurer Dorothy Moore and Vice Chair Scott Butler have agreed to represent the Board on this year's Budget Committee. Three members of the Public have also volunteered to serve on the Committee: Tony Chavez, Dave Norton, and Karisse Stanger (who also works in the office with Sarah). A Budget Committee meeting normally lasts about one hour, and typically the work can be completed in one (or occasionally two) meeting(s). The Board prefers that the meeting(s) occur(s) before the March Regular Board meeting, which will be March 24, 2020. Dave will contact Committee members to determine days they are available in order to schedule the meeting(s). No further Board action was needed on this agenda item.

**Agenda Item #9 GOA#3 Well Update and Cost Recap vs. Approved**

Since Management was unable to attend this meeting, Chair Dave Moore gave a brief overview of this agenda item, stating that Randy would be able to provide more detailed information at the next Board meeting. Dave presented information to each Board member showing the projected vs actual project cost. The Board had originally approved \$46,691 for the project. However, actual costs were higher than expected and the total

project cost to date is \$54,317. Dave stated that Randy kept him updated on the progress and cost of the well as the work proceeded. Part of the added cost was \$2,500 for testing materials required from the lab in order to get the well online. Items such as the sand separator and the perforating of the well were unforeseen expenses that also added to the cost of the project. Once the perforation was done the well started pumping out 150 gallons per minute and dropping less than 2 feet, which is fantastic.

Dave requested a motion to approve the total project cost since it was over the estimated (and previously approved) budget amount. Dorothy Moore made the requested motion which was seconded by Karen Gray. Upon vote, the measure passed unanimously.

**Agenda Item #10 Call to the Public**

Tony Chavez inquired about the lease of the well at the Big John site and also shared some general comments. Judy Burgess asked about arsenic levels in the water. Bill Johnston asked questions about the wells and arsenic levels.

**With no other business to come before the Board, the Chair adjourned the meeting at 6:33 P.M. Chair Dave Moore thanked everyone for their attendance and announced that the next Board Meeting will be held on Tuesday, March 24, 2020.**

**Certification:**

I, Sarah J. Hrabina, certify that the Agenda for the February 25, 2020 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on February 21, 2020, 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 3/9/2020.

A full recording is available; 45:52 in length.