



**Item #7 Approval of Minutes for 12/22/2020 Regular Board Meeting**

The minutes for the December 22, 2020 Regular Board Meeting were received and 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. Jed Carter seconded the motion and, upon vote, the minutes from the December 22, 2020 Regular Board Meeting was unanimously approved.

**Item #8 Approval of Treasurer's Financial Report as of 12/31/2020**

Treasurer Dorothy Moore presented a recap of the 12/31/2020 Financial Report:

<b>Account</b>	<b>Beginning</b>	<b>Ending</b>	<b>Change</b>
General Fund	\$ 77,448.56	\$ 76,469.74	-\$ 978.82
Security Deposits	\$ 46,250.00	\$ 46,250.00	\$ -0-
Impact/Capital Fund	\$177,406.34	\$188,345.00	+\$ 10,938.66
Arsenic Sinking Fund	\$ 69,396.47	\$ 74,420.76	+\$ 5,024.29
Recap/Bank of the West	\$ 18,807.83	\$ 19,049.68	+\$ 241.85
<b>Account Totals =</b>	<b>\$389,309.20</b>	<b>\$404,535.18</b>	<b>+\$ 15,225.98</b>

Cash Management	Deposits	+\$ 48,034.75
GJ Adjustments:		
Less: Monthly scanner fee		-\$ 45.00
Less: NSF bank fee*		-\$ 62.00

Cash Management	Deductions/checks	- \$ 32,701.77
	Net Gain/(Loss)	<u>+\$ 15,225.98</u>

\*Note: Returned NSF checks plus fees of \$62.00 recorded on 11/30/2020 bank statement were not received or posted until December and will be reported on the 12/31/2020 financial report.

December billing totaled \$42,724.80. Water consumption for the month was reported at 4,165,000 gallons compared to 4,450,000 gallons for the previous month, and the December 2019 comparison of 3,251,000 gallons. Total gallons billed for the fiscal year-to-date 2020/21 was 31,184,000 gallons (6 months); with comparison to previous fiscal year-to-date 2019/20 of 27,962,000 gallons. The financials include Quick Books invoices #2733 to #2748 and In-Hance Audits #17,667 through #17,733 with the accounts receivable in both In-Hance and Quick Books balancing at \$30,166.45.

A review of all audit adjustments was done: delinquent & penalty fees posted; final reads/refund security deposits; re-read/corrections; turn-ons/turn-offs; and one impact fee was collected in December – Audit #17,683, Account #579, for \$2,500.00.

Dorothy reported the following monthly reports were attached for approval: the General Journal Entries Report; the Actual vs. Budget Report; the Total Receipts – All Accounts Report; and the Cash Management Disbursements Report. Note: A correction was made to the Actual vs. Budget Report to move the cost of meters purchased from the Supplies Expense account to the Inventory Supplies Asset account #150.

Respectfully submitted by Sarah J. Hrabina, Management and approved by Dorothy Moore, Treasurer.

There were no additions or corrections noted for the Treasurer's Financial Report. Jed Carter made a motion to accept the 12/31/2020 Financial Reports as presented. Scott Butler seconded the motion and, upon vote, the motion carried unanimously.

**Item #9 Approval of Operations Report as of 01/25/2021**

Randy Hrabina presented the Operations Report, giving a recap of the December 22, 2020 through January 21, 2021 activities with 22 work orders completed.

There were **6** Blue Stakes marked for the period; **50** pink slips issued for the period.  
Water Sample test results from Test America for monthly Bac-t's (E-Coli & Coliform) were negative.

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

Water Levels:	<u>Last Report/December 2020</u>	<u>This Report/January 2021</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'
GOA #3 – Not Online		

System Operator, Bob Hanus inspected the daily logbook for the system, as required by ADEQ, and found everything to be in order for the December, 2020 reporting period.

The unit generator taken out and replaced at the April tank site, that was 35 (plus) years old, was sold for \$1,000.00 on 01/23/2021.

There were no additional discussions. Jed Carter made a motion to accept the January 25, 2021 operations report as submitted. The motion was seconded by Karen Gray and, upon vote, the measure passed unanimously.

#### **Item #10 Bid Opening for Mud Springs Project and Possible Award**

Chair Dave Moore paused the meeting to call the three contractors that applied to bid the Mud Springs Project in order to open the bid process telephonically. Dave then introduced the bidders as RedPoint, Hylan West and Chandler Construction and opened the bid process. Dave read the bids. The first bid was from RedPoint for \$319,863.00 with some exclusions and qualifications. Hylan West submitted two bids. Bid one was for \$200,000.00 to do an open cut, enclose and seal. Bid two was for \$151,000.00 to do an open cut and directional bore install. The third bid from Chandler Construction was for \$75,000.00.

Randy Hrabina, Operations Manager for the BCC water district, reviewed all three bids and recommended the Mud Springs Road Capital Improvement Project be awarded to Chandler Construction. Randy questioned why the bids were so far apart in costs and pointed out that Chandler Construction was awarded the last four projects due to their low bid, and that no problems were encountered with their workmanship. Randy felt confident that if the bid was awarded to Chandler Construction, the project would go as smoothly as the last four projects did with them. The water district would supply the plumbing materials, which a vendor quote was obtained for \$12,000.00 excluding sales tax. The materials cost added to Chandler Construction's labor and equipment costs would be about \$88,000.00, well within the targeted budget cost for the project.

Dave Moore, Chair, informed the Board Members they may reject all bids, or they may award what they deem as the "best" bid, or they may postpone making a decision if they feel necessary. After a brief question and answer period, Scott Butler motioned to accept the Chandler Construction bid of \$75,000.00 to do the Mud Springs Road Water Main Replacement Project. Jed Carter seconded the motion. Motion carried unanimously. Chandler Construction was asked to stop by the office to sign the project contract and set the project start date to 02/01/2021. The bidders were dismissed from the meeting telephonically.

#### **Item #11 Final Review of CPA of 06/30/2020 Audit and Approval**

Chair Dave Moore received a text notification from the auditor, Alyx Cohan, that she was no longer available to attend the current meeting telephonically, that she didn't have much to add to the November 23, 2020 pre-review of the 2019/2020 audit, and that all information was with those charged with governing and managing the water district.

Dave asked the Board if they had any questions regarding the audit and if they would like to move the topic to a future board meeting when the auditor could be present. There were no additional questions and none wanted to reschedule the topic. Dave Moore motioned to approve the Fiscal Year 2019/2020 Audit dated 06/30/2020 as pre-reviewed November 23, 2020. The motion was seconded by Scott Butler and, upon vote, the audit passed unanimously.

**Item #12            2021 Regular Board Meeting Calendar**

Dave Moore, Chair, sent copies of the proposed 2021 Regular Board Meeting Calendar to all board members via email for pre-review and asked if there were any issues with the proposed dates. There were no issues regarding the meeting dates. All meeting dates are on Tuesday's as presented below:

January 26, 2021	April 27, 2021	July 27, 2021	October 26, 2021
February 23, 2021	May 25, 2021	August – NO Meeting	November 23, 2021
March 23, 2021	June – NO Meeting	September 28, 2021	December 28, 2021

Information only. No board action taken or required.

**Item #13            Call to the Public**

None

**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 held on Tuesday, February 23, 2021.**

**Certification:**

I, Sarah J. Hrabina, certify that the Agenda for the January 26, 2021 Regular Board and Reorganization Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on January 21, 2021, 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 Karisse (Kriss) Stanger 02/17/2021.  
A full recording is available; 46:41 in length.