

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
FEBRUARY 23, 2021 REGULAR BOARD MEETING**

Chair Dave Moore called the meeting to order at **5:50 PM**, explaining that this month's meeting was being held at the Water Office since the Public Library, the usual location for the Board meeting, is closed due to the COVID-19 virus. Dave noted that the public was encouraged to attend telephonically and to email any questions they might have to the Board Chair. He did not receive any emails from the public, nor any requests to attend the meeting telephonically.

Agenda Items:

Item #1 **Roll Call** showed a quorum; 5 of 5 board members present:
 In-Person: Dave Moore, Chair; Dorothy Moore, Treasurer
 Telephonically: Scott Butler, Vice Chair; Karen Gray, Secretary; Jed Carter, Member-at-Large
 Management: Randy Hrabina, Sarah Hrabina
 Public: None

Item #2 The Chair asked for a **moment of silence** for the customary Reflection Time.

Item #3 Board Member Reports

- Dave Moore verified with Scott Butler that usual District information was posted on the Facebook pages. Scott reported no Facebook feedback was received.
- Dave reported posting the board meeting Agenda and Approved Minutes to the BCCWID website.

Item #4 Approval of Minutes for 01/26/2021 Regular Board & Annual Reorganization Meeting

The minutes for the January 26, 2021 Board Meeting were received and reviewed. All Board members stated they had read the minutes and found no corrections necessary. Scott Butler made the motion to accept the minutes as written. Karen Gray seconded the motion and, upon vote, the minutes from the January 26, 2021 Board Meeting were unanimously approved.

Item #5 Approval of Treasurer's Financial Reports as of 01/31/2021

Treasurer Dorothy Moore presented a recap of the 01/31/2021 Financial Management Report:

Account	Beginning	Ending	Change
General Fund	\$ 76,469.74	\$ 51,919.38	-\$ 24,550.36
Security Deposits	\$ 46,250.00	\$ 46,250.00	\$ -0-
Impact/Capital Fund	\$188,345.00	\$198,757.79	+\$ 10,412.79
Arsenic Sinking Fund	\$ 74,420.76	\$ 79,427.86	+\$ 5,007.10
Recap/Bank of the West	\$ 19,049.68	\$ 11,557.93	-\$ 7,491.75
Account Totals =	\$404,535.18	\$387,912.96	-\$ 16,622.22

Cash Management	Deposits	+\$ 45,154.85
GJ Adjustments:		
Less: Monthly scanner fee		-\$ 45.00
Less: NSF CKs + bank fee		-\$ 94.52
Plus: Voided Checks: #11073, #10564, #9511		+\$ 298.73
Cash Management	Deductions/checks	-\$ 61,936.28
	Net Gain/(Loss)	<u>-\$ 16,622.22</u>

January billing totaled \$38,019.18. Water consumption for the month was reported at 3,227,000 gallons compared to 4,165,000 gallons for the previous month, and the January 2020 comparison of 3,596,000 gallons. Total gallons billed for the fiscal year-to-date 2020/21 was 34,411,000 gallons (7 months); with comparison to previous fiscal year-to-date 2019/20 of 31,558,000 gallons. The financials include Quick Books invoices #2749 to #2762 and In-Hance Audits #17,734 through #17,796 with the accounts receivable in both In-Hance and Quick Books balancing at \$25,031.89.

Review of all audit adjustments was done – delinquent & penalty fees posted; final reads/refund security deposits; re-read/corrections; turn-ons/turn-offs; no impact fees were collected in January.

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 01/31/2021 Financial Reports as presented. Scott Butler seconded the motion and, upon vote, the motion carried unanimously.

Item #6 Approval of Operations Report as of 02/22/2021

Randy Hrabina presented the Operations Report, giving a recap of the January 26, 2021 through February 22, 2021 activities with 26 work orders completed including turn-ons, turn-offs, new/removed meters, meter/valve/box repair/replacements, line break/leak repairs, well/pump/system repairs, meter re-read/final reads, water pressure/conditions and other service needs.

There were 6 Blue Stakes marked for the period; 49 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 were DOWN approximately TWO FEET.

Water Levels:	<u>Last Report/January 2021</u>	<u>This Report/February 2021</u>
Big John #1	21' Draw to 23'	22' Draw to 24'
Big John #2	21' Draw to 24'	22' Draw to 24'
GOA #1	21' Draw to 23'	23' Draw to 25'
GOA #2	21' Draw to 25'	23' Draw to 25'
Oasis #1	22' Draw to 25'	24' Draw to 27'
Oasis #2	22' Draw to 25'	24' Draw to 27'
GOA #3 – Not Online		

The Mud Springs Road Capital Improvement Project was completed. Lead and Copper testing was done for 20 sites and all were under the ADEQ limit. The next testing is not required till July, 2021.

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

Respectfully submitted by Randy Hrabina, Management.

After a brief discussion regarding the well levels dropping, finding an engineer to certify the GOA #3 well and possible grant funds available for meters, Dave Moore made a motion to accept the operations report as of February 22, 2021. The motion was seconded by Karen Gray and, upon vote, the measure passed unanimously.

Item #7 Additional ADEQ Lead and Copper Testing with Parameters Testing Discussion

Chair Dave Moore directed Randy Hrabina to open the discussion. Randy again noted that all 20 of the lead and copper tests came back good. The only one that came close to the copper limit was the new fire department, perhaps because of the building size. To clarify "parameters", parameter testing is done to determine the quantity of corrosive chemicals in the water that could potentially "leach" the metal out of the water lines, causing the water lines to corrode. Fortunately, our parameter levels are fine and we do not have a corrosion issue. If we did have an issue, we would need to install a new system that would treat the chemicals causing the corrosion before water is distributed, which would be costly. If the July, 2021 test results are good, then we go back to the three year testing schedule, which would require an annual testing of only ten lead and copper test sites with no further parameter testing. The July, 2021 test results would be presented at the September, 2021 board meeting as no meeting is scheduled for August, 2021.

Information only. No board action taken or required.

Item #8 Delinquent Account (#350) 34831 Desert Cove

Chair Dave Moore asked Sarah Hrabina to open the discussion. Sarah explained that this particular account has been turned off and locked since October, 2020. The customer has moved, the property is vacant, there is no phone number or forwarding address for the customer, and it has been more than four months since a payment was made. Management requested board approval to “post the property”; that is, to remove the meter from property for non-payment if payment is not made within 30 days after posting a notice at property and sending a notice to customer via certified mail of intent to remove the meter for non-payment.

After a few questions, Dave Moore made a motion, per policy, to “post the property”, advising the customer that the meter will be pulled if payment is not made within 30 days after the property is posted. Dorothy Moore seconded the motion and, upon vote, the motion carried unanimously.

Item #9 Call to the Public

None

With no other business to come before the Board, the Chair adjourned the meeting at 6:19 P.M. Chair Dave Moore thanked everyone for their attendance and announced that the next Board Meeting will be held on Tuesday, March 23, 2021.

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the **February 23, 2021** Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on **February 19, 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 03/04/2021.
A full recording is available; 29:46 in length.