

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
OCTOBER 26, 2021 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:05 PM.

Roll Call showed a quorum will the following Board Members present:

Dave Moore, Chair; Dorothy Moore, Treasurer; and Jed Carter, Member-at-Large/Acting-Secretary

Note: 2 Board Vacancies

Also in attendance: Management– Sarah Hrabina, Office Management; Bob Hanus, Operations/Field

Public: Jeremy Brueckner

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 BCCWID website and the BCC Bulletin Board on Facebook.

Agenda Item #4 Approval of 9/28/21 Regular Board Meeting

The Sept. 28, 2021 Regular Board Meeting minutes were reviewed. All Board members acknowledged they had received with board packet and read the minutes. Jed Carter moved to accept the minutes with Dorothy Moore seconding the motion. Upon vote, the minutes from the Sept. 28, 2021 Regular Board Meeting were approved unanimously.

Agenda Item #5 Approval of Treasurer's Financial Reports as of 09/30/21

Treasurer Dorothy Moore presented a recap of the 09/30/2021 Financial Management Report:

Account	Beginning	Ending	Change
General Fund	\$ 40,988.78	\$ 35,158.71	\$ (5,830.07)
Security Deposits	\$ 47,085.00	\$ 47,085.00	\$ -0-
Impact/Capital Fund	\$ 57,884.04	\$ 66,587.21	\$ 8,703.17+
Arsenic Sinking Fund	\$ 54,561.70	\$ 59,587.89	\$ 5,026.19+
Recap/Bank of the West	\$ 20,596.54	\$ 27,724.60	\$ 7,128.06+
Account Totals =	\$ 221,116.06	\$ 236,143.41	\$ 15,027.35+

Cash Management	Deposits	\$ 47,456.43 +
GJ Adjustments:		
Less: NSF CK + Fee		\$ (154.50)
Less: Monthly Scanner Fee	+add'l replacement scanner fee \$400	\$ (445.00)
Less:		
Cash Management	Deductions/checks	\$ (31,829.58)
	Net Gain/(Loss)	\$ 15,027.35+

Sept. billing totaled \$51,829.30. Water consumption for the month was reported at 5,964,000 gals. compared to 4,732,000 gals. for the previous month. The Sept. 2020 comparison was 5,690,000 gals. Total gallons billed for the fiscal year-to-date 2021/22 was 16,044,000 gallons (3 mos.) with comparison to previous fiscal year-to-date 2020/21 of 17,598,000 gallons. The financials include Quick Books invoices #2911 to #2923 and In-Hance Audits #19,300 through #19,257 with the accounts receivable in both In-Hance and Quick Books balancing at \$36,482.94.

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 Sept.

Monthly General Journal Entries for approval were attached.

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

Dave Moore moved to accept the Sept. Financial Report as presented and Jed Carter seconded the motion. Upon vote, the motion carried unanimously.

Agenda Item #6 Operations Report for Approval as of 10/25/2021

Bob Hanus provided the Operations Report in advance to all Board Members by email with the report showing 48 work orders completed; 42 Blue Stakes marked; and 60 Pink Slips issued to past due

customers. Bob indicated ADEQ has all the data needed for the GOA#3 Well approval, estimating by the end of Nov. the April Tank overflow issue was also discussed with the field technician manually filling until the altitude valve is replaced. Jed Carter inquired if a fail-safe valve could be installed to prevent the overflow issue. Bob indicated he would look into it. It was noted meters are becoming an issue with our main supplier saying it could be a year out to receive due to low production and availability. Bob indicated he found some through EBay. Meters, and meter reading was discussed at great length. With no further discussion, Jed Carter moved to accept the Operations Report with Dorothy Moore seconding the motion. Upon vote, the Operations Report from Bob Hanus was approved unanimously.

Agenda Item #7 Letter(s) of Intent and Oath(s) of Office

The Chair opened the discussion indicating the two vacancies needing to be filled. Jeremy Brueckner had submitted his letter-of-intent and was asked to address the Board. Jeremy is a resident, registered voter, a veteran, and expressed his willingness to serve the community. After additional discussion, Jed Carter moved to appoint Jeremy Brueckner to serve on the Board (with term expiring 12/2022). The motion was seconded by Dorothy Moore and upon vote unanimously approved.

The Chair administered the Oath of Office and Jeremy Brueckner was officially seated to the Board with Jed Carter accepting the Vice Chair position (and temporarily Acting-Secretary) with Jeremy being named Member-at-Large. All present welcomed Jeremy aboard.

Agenda Item #8 K-Field Transite Line Replacement – Final & Cost Accounting

The Chair called upon Sarah Hrabina to provide the details on the Project. Sarah indicated the original estimate for labor and materials totaled \$234,000 with the Board approving the Chandler contract in the amount of \$190,000. After Yavapai County imposed permit restrictions and not allowing saw cuts in the new blacktop, boring was required. B-Line Boring cost was \$6,400 and Chandler Construction contract was reduced by \$8,016. Total actual cost: Labor \$188,384; Materials \$45,156 for a total of \$233,540. It was noted the meters and service lines on the west side of K-Field (approximately 12) were not replaced due to the County restriction and will have to be replaced at a later date with the 5-year County moratorium on cutting the blacktop; but the materials were already ordered and now in inventory (approximately \$3,500). Informational Only; No Board Action Taken

Agenda Item #9 Level 3 Drought Update

Discussion regarding the water levels was discussed with Board and Management. Bob Hanus had provided a recap of the levels for the year and with the significant improvement, Bob recommended the alert level be lowered from Level 3 to Level 2 with the Board in agreement.

Agenda Item #10 Public Call -None-

With no further business to come before the Board, the Chair inquired and confirmed the next Regular Board meeting date of Nov. 23rd being the 4th Tues, not last Tues of the month and just 2 days before Thanksgiving holiday; meeting adjourned at 6:07 PM

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the Oct. 26, 2021 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Oct, 21, 2021, on or before 4:30 PM.

Sarah J. Hrabina

Sarah J. Hrabina

ATTESTED:

I, Jed Carter, Vice Chair/Acting-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,

Jed Carter

Jed Carter, Acting-Secretary

Transcription of the minutes was completed by Sarah Hrabina on 11/6/2021.
A full recording is available