

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

Chair, Dave Moore called the meeting to order at 5:02 PM.

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

Dave Moore, Chair; Dorothy Moore, Treasurer; Jed Carter, Vice Chair/Acting-Secretary and Jeremy Brueckner, Member-at-large

Note: 1 Board Vacancies

Also in attendance: Management– Sarah Hrabina, Office Management; Bob Hanus, Operations/Field Public: None

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 10/26/21 Regular Board Meeting

The Oct. 26, 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 Oct. 26, 2021 Regular Board Meeting were approved unanimously.

Agenda Item #5 Approval of Treasurer's Financial Reports as of 10/31/21

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

Account	Beginning	Ending	Change
General Fund	\$ 35,158.71	\$ 43,737.98	\$ 8,579.27+
Security Deposits	\$ 47,085.00	\$ 47,085.00	\$ -0-
Impact/Capital Fund	\$ 66,587.21	\$ 76,646.81	\$ 10,059.60+
Arsenic Sinking Fund	\$ 59,587.89	\$ 64,587.89	\$ 5,000.00+
Recap/Bank of the West	\$ 27,724.60	\$ 39,830.39	\$ 12,105.79+
Account Totals =	\$ 236,143.41	\$ 271,888.07	\$ 35,744.66+

Cash Management	Deposits	\$ 60,348.23 +
GJ Adjustments:		
Less: NSF CK + Fee		\$ (115.00)
Less: Monthly Scanner Fee		\$ (45.00)
Less:		
Cash Management	Deductions/checks	\$ (24,443.57)
	Net Gain/(Loss)	\$ 35,744.66+

Oct. billing totaled \$46,398.94. Water consumption for the month was reported at 4,716,000 gals. compared to 5,964,000 gals. for the previous month. The Oct. 2020 comparison was 4,971,000 gals. Total gallons billed for the fiscal year-to-date 2021/22 was 20,760,000 gallons (4 mos.) with comparison to previous fiscal year-to-date 2020/21 of 22,569,000 gallons. The financials include Quick Books invoices #2924 to #2936 and In-Hance Audits #19,358 through #19,439 with the accounts receivable in both In-Hance and Quick Books balancing at \$36,441.06.

Review of all audit adjustments was done – delinquent & penalty fees posted; final reads/refund security deposits; re-read/corrections; turn-ons/turn-offs; Three (3) impact fees were collected in Oct.; total \$7,500 Monthly General Journal Entries for approval were attached.

Respectfully submitted by Sarah J. Hrabina, Management and approved by Dorothy Moore, Treasurer. Jed Carter moved to accept the Oct. Financial Report as presented and Jeremy Brueckner seconded the motion. Upon vote, the motion carried unanimously.

Agenda Item #6 Operations Report for Approval as of 11/19/2021

Bob Hanus provided a recap of his Operations Report and it was noted all reports will be through the Fri. before Board Meetings in order to provide the full report in advance by email. The report showed 29 work orders completed (actual 39); 51 Blue Stakes marked (majority for County road signs); and 49 Pink Slips issued to past due customers.

Monthly bac-t samples were negative and the 4th quarter arsenic samples were taken but not back from the lab. It was reported water samples improved slightly from last month. It was also reported although the electrical breaker box is no longer serviceable at the April Site, extra breakers were located online for backup. Research on a possible fail-safe valve for the tank, discussed last month, would cost between \$3-\$4,000; about the same cost to keep a spare altitude valve in stock. The altitude valve is still on order. April and all well sites need electrical panels updated and need commercial APS meters. After additional discussion Dave Moore moved to accept the Operations Report. Jed Carter seconded the motion and upon vote, the Operations Report from Bob Hanus was approved unanimously.

Agenda Item #7 Review 2022 Meeting Dates

The dates for the upcoming calendar year, with meeting held the 4th Tues of each month are:
Jan 25; Feb 22; Mar 22; Apr 26; May 24; NO June meeting;
July 26; NO Aug meeting; Sept 27; Oct 25; Nov 22; Dec 27
No conflicts were noted but dates are subject to change if need be.
Informational Only; No Board action needed or taken

Agenda Item #8 GOA Electrical Issues

The Chair called upon Bob Hanus to discuss the issue. Bob indicated APS "blue tagged" the site for not having a commercial meter and had Ed (previously electrical technician with Pump Tech; retired now) look at the site. Replacement will have to be coordinated with APS and Yavapai County for inspections with a very rough estimate of \$5,000 given. It was also stated the generator would have to be used during the replacement to keep the system pressurized. Additional discussion followed with the Chair noting this was work needing immediate attention and Management should proceed, not needing to bring it to the Board for advanced approval.

Agenda Item #9 Public Call -None-

With no further business to come before the Board, the Chair adjourned the meeting at 5:48 PM.
The next Regular Board meeting Dec. 28, 2021.

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the **Nov. 23, 2021** Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on **Nov, 18, 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 12/4/2021.
A full recording is available