

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
March 28, 2023 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:01 PM.

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

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

Also in attendance from Management– Bob Hanus & Joe Thompson, Operations;
Sarah Hrabina, Office Management

The Chair welcomed the Public: Eva Berst, Elaine Clayton, Greg Watts & Tim Holladay

The Chair asked for the customary **moment of silence**.

Agenda Item #3 Board Member Reports

Jeremy Brueckner reported Kiewit (Freeway Contractor) traffic on Schoolhouse Road continues
Dorothy Moore reported she posted the agenda at the post office & also on the bulletin board at Ron's
Market.

Dave Moore reported the postings made to BCCWID website and the BCC Bulletin Board on Facebook.

Agenda Item #4 Approval of 1/24/22 Regular Board Meeting Minutes & Executive Session

After review of the February 28, 2023 Regular Board Meeting minutes provided in the Board packets, the
Chair moved to approve as written. The motion was seconded by Jed Carter & upon vote passed
unanimously. The Chair also called for a motion to approve the Executive Session minutes & Jed Carter
so moved. The motion was seconded by Jeremy Brueckner and passed unanimously upon vote.

Agenda Item #5 Treasurer's Financial Report for Approval as of 2/28/23

Dorothy Moore provided a recap of the Feb. 28, 2023 Financial Report for approval

Account	Beginning	Ending	Change
General Fund	\$ 86,717.18	\$ 28,663.90	\$ 58,053.28 -
Security Deposits	\$ 48,760.00	\$ 48,760.00	\$ -0-
Impact/Capital Fund	\$ 243,985.88	\$ 253,574.98	\$ 9,589.10 +
Arsenic Sinking Fund	\$ 130,658.10	\$ 130,658.10	\$ -0-
Recap/Bank of the West	\$ 22,999.07	\$ 19,861.20	\$ 3,137.87 -
Account Totals =	\$ 533,120.23	\$ 481,518.18	\$ 51,602.05 -

Cash Management	Deposits/Cash Receipts Report	\$ 39,901.21
GJ Adjustments:		
Less: BofW	Merchant Service Fees	\$ (214.62)
BofW	Monthly Scanner Fee	\$ (45.00)
BofW	Returned cks +fees	\$ (160.03)
BofW	Add'l NSF ck+fees	\$ (221.33)
Cash Management	Check Disbursement Report	\$ (90,862.28)
	Net Gain/(Loss)	\$ (51,602.05)

Feb billing totaled \$46,895.57. Water consumption for the month was reported at 4,193,000 gals.
compared to 3,188,000 gals. the previous month. The Feb 2022 comparison was 4,121,000 gals.
Total gallons billed for the fiscal yr. 2022/23 to date is 36,375,000 gallons (8 mos.) with comparison to
previous fiscal year 2021/22 of 37,836,000 gallons. The financials include Quick Books invoices #3220 to
#3240 and In-Hance Audits #20,584 through #20,659 with the accounts receivable in both In-Hance and
Quick Books balancing at \$40,578.49. Credit & Debit Card Payments: Sixty-seven (67) transactions were
processed; 34 debits & 33 credit card payments for a total \$5,606.57. Batches 192 thru 209

Agenda Item #5 Treasurer's Financial Report for Approval as of 2/28/23 (con't)

Review of all audit adjustments was done – delinquent & penalty fees posted; final reads/refund security deposits; re-read/corrections; turn-ons/turn-off

No impact fee were posted in Feb

Monthly General Journal Entries were attached for approval

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

The Chair pointed out the higher than normal expenditures was due, in part, to the payment for the arsenic media replacement of almost \$50,000.

After the review, Jed Carter moved to accept the Financial Report as of Feb 28, 2023 as submitted. A second was made by Jeremy Brueckner and upon vote the Feb 28, 2023 Financial Report was approved unanimously.

Agenda Item #6 Operations Report for Approval as of 03/24/2023

Operator Bob Hanus provided a recap of his Operations Report submitted to the Board with 38 work orders completed. Work orders completed included turn-ons, turn-offs, replacement of meters or auto-reads, main line breaks, well/booster site repair/maintenance, final reads/re-reads & customer service provided. 40 Blue Stakes were received; 71 Pink Slips sent out

Water Quality reports were good; Monthly bac-t samples negative; 3rd Qtr Arsenic all below EPA limits Water Stats show significant improvement with the Operator recommending the Drought Level being reduced from Level 3 to a Level 2; see Agenda Item #9

The meter pedestal replacement at GOA is now permitted by Yavapai County with stipulation must be installed by a licensed electrician.

Upon final discussion, Dave Moore moved to accept the Operations Report as of 3/24/23 and Jed Carter seconded the motion. Upon vote the motion was approved unanimously.

Agenda Item #7 BJ#3 Well Update, Property Boundaries Update, Other Issues

The Chair opened the discussion indicating the Operator, Bob Hanus is working with the County regarding our request for a zero setback be approved. The County indicated when the property was previously split (former owner Albins) it resulted in an illegal split. Parcel 11 was split into 11A, 11B & 11C, with the District being 11C. The County regards this as "grandfathered"; however, no permits can be issued to do any work unless it is corrected. Discussion regarding the proposed new well & if a County permit is required since approval has been given through ADWR concluded with Bob Hanus indicating he would check with the County regarding this matter. Updating the new well, the Chair indicated the mining company has offered to review the proposal for possible cost savings.

Discussion Only; No Board Action Required

Agenda Item #8 Budget Discussion Update

The Budget committee is comprised of two Board members; two Board members does not constitute a quorum; therefore is not considered a public meeting. Also on the committee Sarah Hrabina/Management and volunteers from the Public. As noted last month, Thad Napora & Elaine Clayton from the public when asked, volunteered.

The Chair indicated no dates have been set but will make contact with the committee members to schedule. Sarah Hrabina indicated she was ready with the paperwork and, for her, any day after 1PM would work best. The budget committee will meet & submit a Proposed Budget to the Board for consideration. The Proposed Budget will then be advertised so a Public Budget Hearing can be set for the May Board Meeting. The final Board approved 2023-2024 budget must be submitted to Yavapai County by July 10, 2023.

Discussion Only; No Board Action Required

Agenda Item #9 Drought Emergency Plan Level 3 Update

As noted in the Operations Report, Bob Hanus stated the well levels have recovered and recommend the Level 3 be reduced to Level 2. After due consideration, Dave Moore moved to approve dropping the drought level from Level 3 to Level 2. Jed Carter seconded the motion and upon vote the Drought Emergency Plan Level was lowered to Level 2 by a unanimous vote.

Agenda Item #10 Call to the Public

The Chair stated the public can address the Board and make comments, suggestions or complaints on any of the agenda items or any other issues or matter of concern during Public Call. Board action, however, is limited to individual members responding to criticism, directing staff or a Board member to study the matter, or placing the matter on a future Board meeting agenda.

Greg Watts suggested meter boxes be concrete, like the use to be, noting the new plastic ones are damaged more readily; suggested a reminder be included on the bills about weed control; inquired about the office management replacement; inquired about the Chandler well and if the water is from the same aquafer as the District. The Chair and Operator addressed the question and indicated it was not the same aquafer. Greg also stated there is a public meeting scheduled for Apr. 10th at the school about the Freeway Project.

Elaine Clayton inquired about why the well levels are not being documented & reported; inquired if Tony Chandler (Chandler Construction) is on the list of approved bidders for District projects; The Chair responded, absolutely; stated she thinks the District needs to get a county permit to avoid another costly mistake; suggested putting a moratorium on new wells; and, indicated she is working on scheduling an AMA meeting.

Tim Holladay indicated his recent bill was misread & corrected. The previous bill was also higher than normal and felt it was a possibility it also was a misread. Sarah Hrabina indicated a tier rate adjustment could be done charging the gallons used at the lowest tier which would give him a credit.

The Chair thanked all in attendance and with no other business to come before the Board, the meeting was adjourned at 6:00 PM

It was announced the next Board Meeting will be April 25, 2023.

Certification:

I, Sarah J. Hrabina certify that the Agenda for the **February 28, 2023** Regular Board Meeting was publicly posted at the Water District Office, on **February 24, 2023**, 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 04/8/2023
A full recording is available