

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
JANUARY 19, 2012 REGULAR BOARD MEETING**

Vice-Chair Ron Lee called the meeting to order at 6:30 PM and welcomed the public.

Roll call showed a quorum with four Board members present:

Vice-Chair: Ron Lee

Treasurer: Barrie Dickerson

Secretary: Harry Putman

Member-at-large: Doris Gosney

Also in attendance: Management – Randy and Sarah Hrabina

Owners/Users: Bob Gosney

Public: Cindy Brannan

The customary reflection period was observed by the Board and Public.

Agenda Item #3: Board Vacancy Position- Review of Applicants and possible Appointment

Notice was posted seeking letters-of-intent for a Board vacancy due to Bob Marley's resignation last month. No letters-of-intent were received; therefore the matter was TABLED for the February meeting.

Agenda Item #4: Oath of Office for Appointed Board Member

No appointment made; matter TABLED for February meeting.

Agenda Item #5 Annual Reorganization of Board

Harry Putman informed the Board he will be resigning and moving out of the area in February. The Board members agreed to continue to serve in the same capacity as in 2011 with Ron Lee, Vice-Chair; Barrie Dickerson, Treasurer; Harry Putman, Secretary; and Doris Gosney, Member-at-large. On motion by B Dickerson, seconded by H Putman the slate of officers for the Water District was approved by unanimous vote as stated above for the present. The Board agreed to reorganize again in February or when the open vacancies are filled.

Agenda Item #6 Board Member Reports - None

Agenda Item #7 Approval of Board Minutes for December 15,2011

The Chair noted the minutes from the December 15, 2011 regular board meeting were given for review and approval, with all Board members indicating they had read them. B.Dickerson moved to accept the minutes as written. The motion was seconded by D.Gosney and upon vote approved unanimously.

Agenda Item # 8 Treasurer's Financial Report as of 12/31/11

B.Dickerson presented the financial report for the period ending 12/15/11, with beginning and ending balances for each account.

Account	Beginning	Ending
General Fund	\$38,019.05	21,875.37
Security Deposits	\$42,425.00	\$42,425.00
Capital Reserve	\$127,588.10	\$100,651.19
Arsenic Sinking Fund	\$34,176.17	\$34,178.78
Bank of the West	\$7,499.98	\$6,966.29

Note: Yavapai County made an entry error in a transfer IN (General Fund account). Error has been corrected and will show in the January Statement.

December billing with 833 active accounts totaled \$22,050.00. The gallonage for the month was reported at 3,415,000 gal (2.789M Res, 0.615M Com., 0.011M Fire); compared to 4,784,000 gals the previous month. The December '10 comparison was 5,257,000 gallons. Total gallons billed for the fiscal year-to-date was reported at 32,434,000 gallons (6 mo.).

The cash management reports show total receipts for the month of \$33,539.57 and total disbursements of \$80,432.48. The financials include QuickBooks invoices #1450 to #1457 and In-Hance audits #10,619 through #10,663 with the accounts receivable balancing in both at \$23,392.99. No impact fees were collected in the month of December. Budget vs. year-to-date

analysis and monthly general journal entries were also attached to the report. The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Treasurer, Barrie Dickerson, for final Board approval. R Lee moved to accept the financial report. D Gosney seconded the motion and upon vote the Financial Reports for the period ending 12/31/11 were unanimously approved.

Agenda Item #9 Operations Report and Approval as of 1/17/2012

R Hrabina/Management presented a recap of the past month's activities with 21 work orders, including turn-ons, turn-offs, meter re-reads, meter/valve repair/replacement, line break/leak repairs, and other service needs. There were eight (8) blue stakes marked for the period. Pink slips for December were 27 and were not out as of this report for January. Test results from Test America Labs for monthly bac-t's- E-coli & coliform for January were negative.

Well Stats as of 01/18/12 - There was no change from last report.

Water levels:	LAST REPORT	THIS MONTH
Big John #1	20' Draw to 23'	20' Draw to 23'
Big John #2	20 Draw to 36'	20' Draw to 36'
GOA #1	20' Draw to 24'	20' Draw to 24'
GOA #2	20' Draw to 36'	20' Draw to 36'
Oasis #1	21' Draw to 30'	21' Draw to 30'
Oasis #2	22' Draw to 29'	22' Draw to 29'

System operator Bob Hanus inspected the system and daily log book as required by ADEQ. He found everything to be in order for the month of December, 2011.

Management stated that the current Valve Program Project (as approved by the Board 12/15/2011) was complete; however Management would like additional valves in other areas be approved for installation in the future.

B Dickerson moved to accept the operations report as presented; D Gosney seconded the motion and upon a vote the operations report was unanimously approved.

Agenda Item #10 Capital Improvement Projects

R.Hrabina/Management presented details on additional work needed on Wanda Drive. This project had been approved and on our books to do (2006) but was tabled with the available funds needed for the (mandated) arsenic systems. The work will be replacing old 2" galvanized pipe, with a total cost of \$34,800.00. There will be 150' of service line and 580' of main line replaced. There are seven (7) homes affected by the 2" line on Wanda and new meters will be installed. Other homes on Wanda, not affected, are serviced by a 4" line. The Board discussed whether to put the project out for bids. It was noted the last two (2) projects were awarded to BC General Contracting and the price for this project is quoted less per foot than those projects with the Board concurring to approve the work to be done by BC General Contracting. Labor costs will be \$27,500.00 and material costs \$7,300.00. The road will be black topped upon completion, included in the contractor's cost. With no additional discussion, D Gosney moved to approve the Wanda Drive Project. H Putman seconded the motion and upon vote the Board approved unanimously to proceed with the project as presented.

Agenda Item #11 Rebate Program

Management suggested the Board should consider whether to continue or cancel the Rebate Program due to the information the CPA shared with the Board last month regarding decreased revenues resulting from decreased usage. S Hrabina/Management reported over \$16,000.00 had been given back to qualifying customers since the program was initiated in 2006. After due consideration, H Putman moved to cancel the Rebate Program. The motion was seconded by B Dickerson and unanimously approved by the Board.

Agenda Item # 12 **Call to the Public** - None

With no other business to come before the Board, the Chair thanked the public for attending and the Board meeting adjourned at 7:13P.M.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the JANUARY 19, 2012 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on FRIDAY JANUARY 13, 2012 on or before 4:30 PM.

Sarah J.Hrabina
Sarah J. Hrabina

ATTESTED:

I, Harry Putman, Secretary for the Black Canyon City Water Improvement District certify that the minutes, as transcribed, are true and correct to the best of my knowledge and belief.

Respectfully submitted,
Harry Putman
Harry Putman, Secretary

Transcription of minutes completed by Cindy Brannan on 01/24/2012

Full digital recording available: 43 minutes long.