

**MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
Sept. 17, 2009 REGULAR BOARD MEETING**

Chair Bob Marley called the meeting to order at 6:30 PM and a roll call showed a quorum of Board members present:

Chair Bob Marley

Secretary Ron Lee

Member-at-Large Mary Brown

Absent due to death in the family: Vice Chair Joyce Kobold

Absent due to resignation: Treasurer Floyd Ballinger

Also in attendance: Management – Randy and Sarah Hrabina

Owners/Users: Cindy Brannan, Susan Marley

Media: Diana Baker/Big Bug News

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

Agenda Item #3: Board Member Reports

During Board member reports the Chair described necessary changes in the Insurance policy that resulted in an additional charge of approximately \$400.00. The policy was updated to give locations of all the well sites, tanks, and pumping sites as well as the office. Valuations were attached to each to clarify the situation in the event of a claim. Additional coverage was obtained for delivery of the District's primary product: water. No other Board reports were made.

Agenda Item #4: Approval of Board Minutes – July 16, 2009

The Chair noted the minutes from the July 16 board meeting were given for review and approval, with all Board members indicating they had read them. The Chair called for a motion to approve the July 16, 2009 Board meeting minutes with M Brown so moving. R Lee seconded the motion and upon vote the minutes from the July 16, 2009 Regular Board Meeting were approved unanimously.

Agenda Item #5: Treasurer's Financial Report as of 7/31/2009

Management, Sarah Hrabina presented the financial report for the period ending 07/31/2009 with beginning and ending balances for each account:

Account	Beginning	Ending
General Fund	\$63,513.25	\$69,528.25
Security Deposits	\$40,500.00	\$41,130.00
Capital Reserve	\$70,146.69	\$90,441.49
Arsenic Sinking Fund	\$40,555.55	\$47,255.55
Bank of the West	\$40,412.73	\$17,944.38

July billing totaled \$35,652.23 with 840 active accounts. The gallonage for the month was reported at 6,710,000; compared to 7,523,000 the previous month. The July '08 comparison was 7,685,000 gallons. Total gallons billed for the fiscal year-to-date was reported at 6,710,000 gallons. The cash management reports show total receipts for the month of \$41,667.85, and total disbursements of \$31,094.98. The financials include In-Hance audits #9078 through #9113 and QuickBooks invoices #1081 to #1087 with the accounts receivable balancing in both at \$33,967.18. No impact fees were collected during July. It was noted budget and monthly general journal entries were also attached to the report. The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Mary Brown for final Board approval. Chair Marley called for a motion and R Lee moved to accept the financial report as presented. M Brown seconded the motion and upon vote the Financial Report for the period ending 7/31/2009 was approved unanimously.

Treasurer's Financial Report as of 8/31/2009

Management, Sarah Hrabina presented the financial report for the period ending 08/31/2009 with beginning and ending balances for each account:

Account	Beginning	Ending
General Fund	\$69,528.25	\$58,063.88
Security Deposits	\$41,130.00	\$41,130.00

**Sept. 17, 2009 Black Canyon City Water Improvement District
Minutes of the Regular Board Meeting**

Capital Reserve	\$90,441.49	\$101,981.47
Arsenic Sinking Fund	\$47,255.55	\$50,662.88
Bank of the West	\$17,944.38	\$18,644.87

August billing totaled \$38,815.40 with 840 active accounts. The gallonage for the month was reported at 7,294,000 compared to 6,710,000 the previous month. The Aug.'08 comparison was 8,398,000 gallons. Total gallons billed for the fiscal year-to-date was reported at 14,004,000 gallons. The cash management reports show total receipts for the month of \$36,845.91, and total disbursements of \$29,972.53. The financials include In-Hance audits #9114 through #9165 and QuickBooks invoices #1088 to #1100 with the accounts receivable balancing in both at \$37,316.30. No impact fees were collected during August. It was noted budget and monthly general journal entries were also attached to the report. The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Mary Brown for final Board approval. Chair Marley called for a motion and M Brown moved to accept the financial report as presented. R Lee seconded the motion and upon vote the Financial Report for the period ending 8/31/2009 was approved unanimously.

Agenda Item #6 Operations Report as of 9/16/2009

R Hrabina/Management presented a recap of the past 2 month's activities (no Board meeting in Aug) with 36 work orders, including several repairs at the well and booster sites. There were 6 blue stakes marked for the period and 45 pink slips were issued in August (*Randy is doing a two month report but that number looks like a month's worth, probably August*). August and September bac-t samples were negative.

Quarterly MRDL (maximum residual disinfectant level)-report sent to ADEQ, Annual Lead and Copper samples taken; report not yet returned from lab.

Well Stats as of 07/16/09

No change in water levels from last month; slight change in running time

Water levels:	LAST REPORT	THIS MONTH
Big John #1	20' Draw to 23'	20' Draw to 23'
Big John #2	20' Draw to 38'	20' Draw to 38'
		Running time 6-9 hrs
GOA #1	20' Draw to 24'	20' Draw to 24'
GOA #2	20' Draw to 36'	20' Draw to 36'
		Running time 6 ½ -9 hrs
Oasis #1	21' Draw to 30'	21' Draw to 30'
Oasis #2	22' Draw to 29'	22' Draw to 29'
		Running time 2 ½ -4 hrs

R Hrabina stated the system operator, Bob Hanus inspected the system and daily log book as required by ADEQ and found everything to be in order for the months of July and August 2009. Two of the Chlorination system electronic controls failed (the third one failed approximately a year ago). Delivery is slow because inventories seem to be low currently. Randy intends to have one rebuilt as a spare in case of future failures. Chair Marley called for any questions from the Board or motion and R Lee moved to accept the operations report as presented. M Brown seconded the motion and upon vote the operations report was approved unanimously.

Agenda Item #7 Resignation Letter from Treasurer Floyd Ballinger

A letter of resignation dated August 27 from Board Treasurer, Floyd Ballinger was presented to the Board. Chair Marley commended the excellent work that Floyd has done for the Board during his term of service. It was with regret that Chair Marley moved that the board accept the resignation, seconded by M Brown. Upon vote the Board accepted Floyd's resignation.

Agenda Item #8 Advertise Board Vacancy

Following the acceptance of the Treasurer's resignation, the task of filling the newly vacated position was discussed. Chair Marley presented a draft of a bulletin he had prepared to advertise the job. The bulletin announces the position available, details the expectations of a Board Member, and specifies the requirements of the Treasurer position (as outlined in the District's Policies and Procedures Manual). Board members agreed the bulletin was acceptable and should be posted at the Post Office, Water District Office, and on local bulletin boards. A request was also made to the media to mention the position in any article that was to be written regarding the Board. M Brown made a motion the proposal for filling the Treasurer's position be accepted, seconded by R Lee. Upon vote the proposal passed unanimously.

Agenda Item #9 Call to the Public

There were no comments during Public Call.

With no other business to come before the Board, the Chair thanked the public for attending and the Board meeting adjourned at 6:53PM.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the Sept. 17, 2009 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Friday, Sept. 11, 2009 on or before 4:30 PM.

Sarah J.Hrabina
Sarah J. Hrabina

ATTESTED:

I, Ronald E. Lee, Sr. 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, Ronald E. Lee, Sr.
Ronald E. Lee, Sr., Secretary

Transcription of minutes completed by Lavon Van Dusen on 9/30/2009