

**MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
Nov. 19, 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

Also in attendance: Management – Randy and Sarah Hrabina

Owners/Users: Susan Marley, Floyd Ballinger, Polly Ballinger, Barrie Dickerson, Richard T. Smith

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

Agenda Item #3: Board Member Reports

During Board member reports the Chair reported that the district has purchased a second laser printer to replace the District's two old dot matrix printers that were used until last September. Attempts to sell the old printers on Craigslist have, to date, been unsuccessful.

Agenda Item #4: Approval of Board Minutes –September 17, 2009

The Chair noted the minutes from the September 17 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 September 17, 2009 Board meeting minutes with M Brown so moving. R Lee seconded the motion and upon vote the minutes from the September 17, 2009 Regular Board Meeting were approved unanimously.

Agenda Item #5: Treasurer's Financial Report as of 9/30/2009

Management, Sarah Hrabina, presented the financial report for the period ending 09/30/2009 with beginning and ending balances for each account:

Account	Beginning	Ending
General Fund	\$58,063.88	\$64,443.61
Security Deposits	\$41,130.00	\$41,130.00
Capital Reserve	\$101,981.47	\$114,122.08
Arsenic Sinking Fund	\$50,662.88	\$54,032.20
Bank of the West	\$18,644.87	\$17,462.48

September billing totaled \$41,502.21 with 840 active accounts. The gallonage for the month was reported at 8,053,000; compared to 7,294,000 the previous month. The Sept. '08 comparison was 7,749,000 gallons. Total gallons billed for the fiscal year-to-date was reported at 22,057,000 gallons. The cash management reports show total receipts for the month of \$41,122.45, and total disbursements of \$26,743.14. The financials include In-Hance audits #9166 through #9224 and QuickBooks invoices #1101 to #1119 with the accounts receivable balancing in both at \$42,512.53. One impact fee was collected during September:

a/c#783 Audit #9100/9200 \$1,800.00.

It was noted budget and monthly general journal entries were also attached to the report. The data was respectfully submitted by Management 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 9/30/2009 was approved unanimously.

Treasurer's Financial Report as of 10/31/2009

Management, Sarah Hrabina, presented the financial report for the period ending 10/31/2009 with beginning and ending balances for each account:

Account	Beginning	Ending
General Fund	\$64,443.61	\$71,569.44
Security Deposits	\$41,130.00	\$41,130.00
Capital Reserve	\$114,122.08	\$128,803.09
Arsenic Sinking Fund	\$54,032.20	\$57,385.48
Bank of the West	\$17,462.48	\$14,379.64

October billing totaled \$30,675.55 with 840 active accounts. The gallonage for the month was reported at 5,595,000; compared to 8,053,000 the previous month. The Oct. '08 comparison was 5,905,000 gallons. Total gallons billed for the fiscal year-to-date was reported at 27,652,000

gallons. The cash management reports show total receipts for the month of \$49,129.00, and total disbursements of \$20,505.79. The financials include In-Hance audits #9225 through #9281 and QuickBooks invoices #1120 to #1131 with the accounts receivable balancing in both at \$37,035.38. Two impact fees were collected during October:

a/c#784 Audit#9297/9298	\$2,500.00	
a/c#2081 Audit#9270/9271	\$2,500.00	\$5,000.00

It was noted budget and monthly general journal entries were also attached to the report. The data was respectfully submitted by Management, Sarah Hrabina 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 10/31/2009 was approved unanimously.

Agenda Item #6 Operations Report as of 11/18/2009

R Hrabina/Management presented a recap of the past 2 month's activities (no Board meeting in Oct) with 44 work orders, including several repairs at the well and booster sites. There were 19 blue stakes marked for the period, 34 pink slips were issued in Sept., and 29 pink slips were issued in Oct. October and November bac-t samples were negative.

Annual Lead and Copper test results were received from the lab and the report was sent to ADEQ.

Well Stats as of 11/17/09

No change in water levels or running time from last month:

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 September and October 2009.

When Bob Hanus showed an interest in purchasing a water tank the district had in storage, Management conferred with the Chair. An agreement was reached and the unit was sold for \$8,000, with \$7,800 going to the district for the value of the tank, and \$200 going to Management to cover the cost of the backhoe used to load the unit. The sale price equaled the amount initially paid when the tank was purchased by the District.

Management had previously sent letters to all customers required to have their annual backflow devices tested. To date all but 4 have been completed. Reminder letters will be going out to those who have not yet complied. Due date is on or before 12/23/2009.

Chair Marley called for any questions from the Board or motion and M Brown moved to accept the operations report as presented. R Lee seconded the motion and upon vote the operations report was approved unanimously.

Agenda Item #7 Award Presentation to Floyd Ballinger

The Board awarded a plaque to Floyd Ballinger for his 4 years of service as Treasurer (2006-2009). It was pointed out that "his knowledge, skills and personal integrity" were "huge Board assets" and it would be difficult to replace him.

Agenda Item #8 Vacancy/Replacement Treasurer’s Position

Board Members had previously reviewed the resumes submitted by two applicants (Barrie Dickerson and RT Smith) for the open Treasurer position. During the meeting they also heard short presentations from each of them. Both have excellent credentials and experience in financial management, making for a difficult choice. After the Board carefully considered both candidates, M Brown moved to accept Barrie Dickerson for the position, citing Barrie’s involvement with last spring’s budgeting and ordinance review as a contributing factor in the decision. R Lee seconded the motion and the Board voted unanimously to appoint Barrie to the Treasurer’s position. Following the acceptance of Barrie to the Board, the Chair swore her in to her new position.

Agenda Item #9 Resignation of Joyce Kobold/Vice Chair

Joyce Kobold’s resignation letter of November 7 was reviewed. B Dickerson moved and M Brown seconded, that the resignation be accepted. With extreme regret, and since no other alternative was available, the Board unanimously voted to accept it.

The need for another “Notice of Board Position Vacancy” posting was discussed by the Board. The Board unanimously decided a notice would be posted at the Post Office, on local bulletin Boards, and in the District Office as had been done for the open Treasurer position. However, Ron Lee is interested in assuming the Vice-Chair position and Board members have a right to reorganize during the year. Since this item was not on the agenda it was tabled until the next regular meeting. The new Notice will be written to reflect this possibility and state that one position is open and it will either be Vice-Chair or Secretary.

Agenda Item #10 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 7:08PM.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the Nov. 19, 2009 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Friday, Nov. 13, 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 12/10/2009