

**MINUTES FOR THE  
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT  
November 17, 2011 REGULAR BOARD MEETING**

Chair Robert Marley called the meeting to order at 6:30 PM and welcomed the public.

Roll call showed a quorum with four Board members present:

Chair: Robert Marley

Treasurer: Barrie Dickerson

Vice-Chair: Ron Lee

Member-at-large: Doris Gosney

Also in attendance: Management – Randy and Sarah Hrabina

Owners/Users: Bob Gosney

Public: Cindy Brannan, Jay Maxwell

Board member unable to attend: Harry Putman

The customary reflection period was observed by the Board and Public

**Agenda Item #3: Board Member Reports**

None

**Agenda Item #4: Approval of Board Minutes for October 20, 2011**

The Chair noted the minutes from the October 20, 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 #5: Treasurer's Financial Report as of 10/31/11**

B. Dickerson presented the financial report for the period ending 10/31/2011, with beginning and ending balances for each account:

Account	Beginning	Ending
General Fund	\$67,156.95	\$56,401.78
Security Deposits	\$42,425.00	\$42,425.00
Capital Reserve	\$122,137.23	\$134,445.58
Arsenic Sinking Fund	\$36,611.94	\$36,626.92
Bank of the West	\$21,022.07	\$11,835.42

October billing with 832 active accounts totaled \$27,636.94. The gallonage for the month was reported at 4,739,000 (3.974M Res, 0.743M Com., 0.022M Fire); compared to 5,529,000 the previous month. The October '10 comparison was 4,607,000 gallons. Total gallons billed for the fiscal year-to-date was reported at 23,664,000 gallons (4 mo.). The cash management reports show total receipts for the month of \$34,762.60 and total disbursements of \$23,454.51.

The financials include QuickBooks invoices #1423 to #1438 and In-Hance audits #10,518 through #10,568 with the accounts receivable balancing in both at \$25,938.74. No impact fees were collected in the month of October. It was noted 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 10/31/2011 was unanimously approved.

**Agenda Item #6 Operations Report as of 11/16/2011**

R Hrabina/Management presented a recap of the past month's activities with 23 work orders, including turn ons, turn offs, meter re-reads, meter/valve repair/replacement, line break/leak repairs, and other service needs. There were eleven(11) blue stakes marked for the period. There were 38 pink slips issued for the period.

Monthly bac-t samples were negative for November.

Arsenic samples have been taken; management is waiting for lab to send results.

Well Stats as of 11/14/11

There was no change from last report except for Big John

Water levels:	LAST REPORT	THIS MONTH
Big John #1	22' Draw to 24'	20' Draw to 23'
Big John #2	22' Draw to 38'	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 October, 2011.

The Roadrunner Circle project has resumed following a temporary delay due to death of contractor's family member and absence of Management for vacation.

It was noted that before summer, rehab work will need to be done on GOA well.

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

**Agenda Item #7      Draft Auditor's Report and Financials**

Tabled until auditor can complete report, possible by next month.

**Agenda Item #8      Special Request-34620 Bertha St.-high usage (Note: added to agenda 11-14-11)**

Customer was not able to attend the meeting so request and information was presented by S Hrabina/Management. Customer had bill on 9/21/11 for 156,000 gallons, and felt this could not be correct. At customer's request Management pulled the meter, had it tested by Metering Services, and found meter to be between 99.0% and 99.6% accurate. Management cannot say how or where the water went after it went through the meter, only that it did go through the meter, and the meter is accurate. It was noted that customer had green grass in the yard, which takes a great deal of water to maintain. Hoses left running, toilets, evap coolers, and leaks were also mentioned as possible causes of high water usage. Management offered customer the Board's standard payment plan, but she said she cannot pay that amount with her financial situation.

Upon review of facts and discussion of the situation, the Board determined that policy needed to be adhered to, and that customer would be given the standard payment plan option of paying outstanding amount in 3 payments. B Dickerson made a motion to adhere to the payment plan policy. D Gosney seconded, and upon vote, the measure passed without opposition.

**Agenda Item #9      Call to Public**

During public call a winter visitor staying with his daughter this winter for month long stretches introduced himself to the Board. He was interested in the political process in our town and decided to attend a BCCWID meeting. He asked if he could get copies of the documents before the Board and was directed to the District's website for organizational information and several years of meeting minutes. There was no additional public input or questions for the Board.

With no other business to come before the Board, the Chair thanked the public for attending and the Board meeting adjourned at 7:03 PM.

**CERTIFICATION:**

I, Sarah J. Hrabina, certify that the Agenda for the November 17, 2011 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Monday, November 14, 2011 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 Lavon Van Dusen on 11/23/2011

Full digital recording available: 32 minutes and 56 seconds long.