

**MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
November 26, 2014 REGULAR BOARD MEETING**

Chair, Robert Marley called the meeting to order at 6:30 PM. Roll call showed a quorum.

Chair: Robert Marley

Secretary: Lavon Van Dusen

Vice Chair: Will Stice

Member-at-Large: Susan Marley

Treasurer: Barrie Dickerson not in attendance

Also in attendance: Management–Randy and Sarah Hrabina

Reflection time was observed by the Board and Management.

Agenda Item # 3 Board Member Reports

None

Agenda Item # 4 Approval of Minutes: 10/16/14 Regular Board Meeting

The minutes from the 10/16/14 regular board meeting were provided to the Board. With no corrections or additions, Sue Marley moved to accept the minutes. The motion was seconded by Will Stice and, upon vote the minutes for the 10/16/14 Regular Board meeting were accepted unanimously.

Agenda Item # 5 Treasurer's Financial Report for Approval as of 10/31/2014

Financial report for the period ending 10/31/14 with beginning, ending and change balances for each account reported.

Account	Beginning	Ending	Change
General Fund	\$212,896.87	\$107,107.37	(\$105,789.50)
Security Deposits	\$43,665.00	\$43,665.00	\$0.00
Impact/Capital Fund	\$106,307.89	\$113,783.47	\$7,475.58
Arsenic Sinking Fund	\$2,346.18	\$7,347.22	\$5,001.04
Recap/Bank of the West	\$13,908.05	\$23,058.91	\$9,150.86
Account Totals =	\$379,123.99	\$294,961.97	(\$84,162.02)

Cash Management:	Deposits	\$49,158.15
	Disbursements	\$133,320.17
	Net Gain/(Loss)	(\$84,162.02)

Oct billing with 838 active accounts totaled \$35,829.56. Water consumption for the month of October was reported at 4,346,000 gallons compared to 4,383,000 gallons the previous month and the October 2013 comparison of 5,311,000 gallons. Total gallons billed for the fiscal year-to-date was 20,565,000 gallons (4 months). The financials include Quick Books invoices #1885 to #1892 and In-Hance Audits #12,446 through #12,512 with the accounts receivable in both In-Hance and Quick Books balancing at \$21,426.73

One new Impact Fee was collected in October in the amount of \$2,500. Audit #12,462 a/c#538, a previous foreclosure.

The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Treasurer, Barrie Dickerson, for final board approval. Per Board protocol, the financial report for the period ending 10/31/14 was provided to all Board members prior to the meeting. Due to the absence of the Board treasurer, the financial report was not read during the meeting. With all Board members having reviewed the report, and with minor corrections or revisions needed, Will Stice made a motion to accept the financial report. The motion was seconded by Lavon Van Dusen and, upon vote the financial report for October was unanimously approved.

Agenda Item # 6 Operation's Report and Approval as of 11/24/2014

Randy Hrabina presented the Operation's Report, giving a recap of the month's activities with 31 work orders completed including turn-ons, turn-offs, meter re-reads, meter/valve repair/replacement, line break/leak repairs, and other service needs. There were 8 blue stakes marked for the period. There were 44 pink slips mailed out for Nov. Test results from Test America Labs for monthly Bac-t's (E-Coli & Coliform) for Nov. were negative.

WELL STATS: No change

<u>Water levels:</u>	<u>LAST REPORT</u>	<u>THIS MONTH</u>
Big John #1	23' Draw to 25'	23' Draw to 25'
Big John #2	23' Draw to 27'	23' Draw to 27'
GOA #1	23' Draw to 25'	23' Draw to 25'
GOA # 2	23' Draw to 24'	23' Draw to 24'
Oasis # 1	23' Draw to 25'	23' Draw to 25'
Oasis # 2	23' Draw to 27'	23' Draw to 27'

System Operator, Bob Hanus, inspected the system and daily log book, as required by ADEQ, and found everything to be in order for the month of October 2014.

Management has never needed to change the arsenic media at the Oasis well site (it pumps at a low level), but recent tests show the arsenic levels have risen and are now dangerously close to being out of limits. Since the Big John site is still well below the Federal limits, management plans to take the media which was to be used there and use it at the Oasis well site. More media would then be ordered for the Big John site, at an estimated cost of \$45,000. This is going to require more money being diverted from the general fund as the media replacement fund is approaching zero.

Further complicating the funding picture is an imminent re-pipe project along old Black Canyon Highway that needs to be discussed at the next regular Board meeting and around \$10,000 worth of electrical repairs needed immediately at the GOA and April well sites. The repairs for GOA and April sites would normally be considered maintenance which would not require Board approval. However, due to the high dollar amount involved in these repairs, the Board decided to do so. Bob Marley made a motion to approve the necessary electrical repairs needed immediately at the GOA and April well sites at an estimated cost of \$10,000.00. Will Stice seconded the motion and upon vote, the measure was approved unanimously.

Sue Marley then made a motion to accept the Operations Report as presented. Will Stice seconded the motion and upon vote the operations report was unanimously approved.

Agenda Item # 7 Bertha Street Project Completion

Management reported the Bertha Street project has been completed. The County was not happy with some of the black top work and the contractor had to call his sub-contractor back to make repairs. There was also a work stoppage because of a large nest of bees. A bee specialist had to be called in to trap and remove them. Management, through their business American Country Homes, paid roughly \$400 to allow the project to proceed and was requesting reimbursement. After discussion the Board decided the bee problem could not have been foreseen during the bid process by either the Contractor or the District. Sue Marley made a motion that the District should reimburse American Country Homes for the cost of the bee removal. Will Stice seconded the motion and upon vote the measure was unanimously approved.

Agenda Item # 8 Posting of open Board Position

Will Stice, Board Vice Chair, has chosen not to continue with the Board when his term is up at the end of this year. Susan Marley, whose term is also ending this year, did file but no one else contested the two open positions. The Water District election was called by Yavapai County Elections and Susan was appointed to fill one of the vacancies. The other position will be open as of January 1, 2015. It is

hoped that by posting a notice of the available Board position now, persons interested in serving on the Board would submit letters and resumes to be considered by the Board so that a fifth Board member could be sworn in at the January meeting. Lavon Van Dusen made a motion to immediately post a notice of the open Board position. The motion was seconded by Sue Marley and upon vote, the measure was passed without opposition. The Board then directed management to immediately post an opening notice.

Agenda Item # 9 Call to the Public

None

With no other business to come before the Board, the Chair adjourned the meeting at 7:21 P.M.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the Nov. 26, 2014 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Monday, Nov. 24, 2014 on or before 4:30 PM.

Sarah J. Hrabina
Sarah J. Hrabina

ATTESTED:

I, Lavon Van Dusen, Secretary for the Black Canyon City Water Improvement District certify that the minutes, as transcribed by myself, are true and correct to the best of my knowledge and belief.

Respectfully submitted,

Lavon Van Dusen
Lavon Van Dusen

Transcription of minutes completed on 12/4/14
A full recording is available – 50.51 minutes.