

**OFFICIAL MINUTES FOR THE  
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT  
January 27, 2015 REGULAR BOARD MEETING**

Chair, Robert Marley called the meeting to order at 6:00 PM. Roll call showed a quorum.  
Chair: Robert Marley Secretary: Lavon Van Dusen  
Vice Chair: Barrie Dickerson New Member-at-Large: Susan Marley  
New Treasurer: Dave Moore

Also in attendance: Management–Randy and Sarah Hrabina  
Public: Cindy Brannan

**Agenda Item # 3 Swearing in of Newly Elected Board Member**

Susan Marley, having been appointed by the County to continue as a member of the Water Board, was sworn in for a term of four years. Sue had run in the November 2014 elections to continue serving on the Board. Since she ran unopposed, she was appointed to one of the open Board positions by the Yavapai County Elections Board of Supervisors.

**Agenda Item # 4 Review of Applications for the open Board position**

With only one of the two open Board positions being filled in the November elections, it was the responsibility of the BCCWID Board to fill the open position. At the November Regular Board meeting, the Board voted to post a notice of the position both on its website and at the local post office. Interested parties were instructed to submit a letter of interest either by mail or in person to the Water Office. The single applicant, Dave Moore, submitted a letter of interest which was presented at the meeting. Chair Marley read the letter to the Board members, who then discussed Dave's candidacy. Sue Marley made a motion to accept Dave's application. The motion was seconded by Barrie Dickerson and, upon vote, the measure passed unanimously.

**Agenda Item # 5 Swearing in of a Board Appointee**

After the Board unanimously decided to accept Dave for the open position, he was sworn into office. He is filling an open position that resulted from an uncontested recent election, so his term will be for four years.

**Agenda Item # 6 Annual Review of Board Member Positions**

After swearing in both new members, the Board moved on to address its annual reorganization whereby members discuss the positions each would like to hold for the coming year. As Bob Marley presented each position, members would speak up on the one which they were interested in filling. As each member named their desired position, there was no opposition or argument from other Board members wanting the same position. The results are as follows: Chair: Bob Marley, Vice Chair: Barrie Dickerson, Secretary: Lavon Van Dusen, Treasurer: Dave Moore, Member-at-Large: Susan Marley. Sue Marley made a motion to accept the positions as discussed. Lavon Van Dusen seconded the motion and, upon vote the measure passed without opposition.

**Agenda Item # 7 Approval of Minutes: 12/23/14 Regular Meeting**

The minutes from the 12/23/14 regular board meeting were provided to the Board. With one minor correction, Barrie Dickerson moved to accept the minutes, the motion was seconded by Sue Marley and, upon vote the minutes for the 12/23/14 Regular Board meeting were accepted by four of the Board members. Dave Moore abstained from voting on this item as he had just been given a copy of the minutes and had not had time to read through them.

**Agenda Item # 8 Treasurer's Financial Report for Approval as of 12/31/2014**

Barrie Dickerson presented the financial report for the period ending 12/31/14, with beginning, ending and change balances for each account reported.

Account	Beginning	Ending	Change
General Fund	\$90,481.46	\$25,186.14	(\$65,295.32)
Security Deposits	\$43,865.00	\$43,865.00	\$0.00
Impact/Capital Fund	\$123,961.24	\$134,762.19	\$10,800.95
Arsenic Sinking Fund	\$12,379.31	\$17,428.78	\$5,049.47
Recap/Bank of the West	\$13,351.34	\$11,160.03	(\$2,191.31)
Account Totals =	\$284,038.35	\$232,402.14	(\$51,636.21)

Cash Management:	Deposits	\$40,329.29
Less: General Journal		\$52.08
cash account entries		
	Disbursements	\$91,913.42
	Net Gain/(Loss)	(\$51,636.21)

Note: Disbursements included \$10,473.00 final to Dolina Construction for the Bertha St. Project; and 2<sup>nd</sup> installment of \$44,734.16 to Adedge for media replacement.

Dec billing with 839 active accounts totaled \$29,949.92. Water consumption for the month of December was reported at 3,447,000 gallons compared to 4,772,000 gallons the previous month and the December 2013 comparison of 3,604,000 gallons. Total gallons billed for the fiscal year-to-date was 28,784,000 gallons (6 months) compared to last year's total gallons billed for fiscal year-to-date of 29,864,000 gallons. The financials include Quick Books invoices #1902 to #1918 and In-Hance Audits #12,548 through #12,612 with the accounts receivable in both In-Hance and Quick Books balancing at \$23,017.29

No new Impact Fees were collected in December.

The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Treasurer, Barrie Dickerson, for final board approval. Lavon Van Dusen made a motion to accept the financial report. The motion was seconded by Sue Marley and, upon vote the financial report for December was unanimously approved.

**Agenda Item # 9 Operation's Report and Approval as of 1/26/2015**

Randy Hrabina presented the Operation's Report, giving a recap of the month's activities with 32 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 4 blue stakes marked for the period. There were 36 pink slips mailed out for Jan. Test results from Test America Labs for monthly Bac-t's (E-Coli & Coliform) for Jan. 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 December 2014.

The arsenic media replacement at the Big John well site was completed at the end of December. The Oasis site remains off line while management is waiting for delivery of new media. Replacement is scheduled for the end of February.

Four customers (one residential and 3 commercial) have not met the backflow compliance as of 12/31/14. Certified letters are being mailed and meters will be shut off and locked if not completed by 2/10/15.

Management has still received nothing from the Engineer regarding the upgrades previously discussed for the April and GOA sites.

Lavon Van Dusen made a motion to accept the Operations Report as presented. Barrie Dickerson seconded the motion and upon vote the operations report was unanimously approved.

**Agenda Item # 10      Credit Card Payments**

Management was unable to obtain the needed VISA cost information to present to the Board and the Visa payment item was tabled until the next Board meeting.

**Agenda Item # 11      Call to the Public**

None

**With no other business to come before the Board, the Chair adjourned the meeting at 6:42 P.M.**

**CERTIFICATION:**

I, Sarah J. Hrabina, certify that the Agenda for the Jan. 27, 2015 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Friday, Jan. 23, 2015 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 02/02/2015  
A full recording is available – 41.54 minutes.