

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
February 24, 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

Member-at-Large: Susan Marley

Treasurer: David Moore

Also in attendance: Management–Sarah Hrabina

Owners/Users: Ed Konieczny, Tony Chavez, Greg Watts

Public: Cindy Brannan

Agenda Item # 3 Board Member Reports

New Board member, Dave Moore, discussed his tour of the BCCWID system. He was surprised by the size of the system and terrified, as most are, by the drive up the road to the school house tank.

Agenda Item # 4 Approval of Minutes: 01/27/15 Regular Meeting

The minutes from the 01/27/15 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 Barrie Dickerson and, upon vote the minutes for the 01/27/15 Regular Board meeting were accepted unanimously.

Agenda Item # 5 Treasurer's Financial Report for Approval as of 01/31/2015

Dave Moore presented the financial report for the period ending 01/31/15, with beginning, ending and change balances for each account reported.

Account	Beginning	Ending	Change
General Fund	\$25,186.14	\$4,910.03	(\$20,276.13)
Security Deposits	\$43,865.00	\$43,865.00	\$0.00
Impact/Capital Fund	\$134,762.19	\$141,105.88	\$6,343.69
Arsenic Sinking Fund	\$17,428.78	\$22,428.87	\$5,000.09
Recap/Bank of the West	\$11,160.03	\$4,303.36	(\$6,856.67)
Account Totals =	\$232,402.14	\$216,613.14	(\$15,789.00)

Cash Management:	Deposits	\$29,190.23
Less: General Journal cash account entries		\$45.00
	Disbursements	\$44,934.23
	Net Gain/(Loss)	(\$15,789.00)

Note: Disbursements included \$23,639.00 for 1st installment to Adedge for Oasis media replacement.

Jan billing with 839 active accounts totaled \$30,431.12. Water consumption for the month of January was reported at 3,548,000 gallons compared to 3,447,000 gallons the previous month and the January 2014 comparison of 3,887,000 gallons. Total gallons billed for the fiscal year-to-date was 32,332,000 gallons (7 months) compared to last year's total gallons billed for fiscal year-to-date of 33,751,000 gallons. The financials include Quick Books invoices #1919 to #1932 and In-Hance Audits #12,613 through #12,667 with the accounts receivable in both In-Hance and Quick Books balancing at \$25,120.90

No new Impact Fees were collected in January.

The data was respectfully submitted by Management, Sarah Hrabina, and reviewed by Treasurer, Dave Moore, 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 January was unanimously approved.

Agenda Item # 6 Operations Report and Approval as of 2/23/2015

Sarah Hrabina presented the Operations Report, giving a recap of the month's activities with 24 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 38 pink slips mailed out for Feb. Test results from Test America Labs for monthly Bac-t's (E-Coli & Coliform) for Feb. were negative.

WELL STATS: No report for this month (no changes were anticipated). Updated report will be provided at next Board meeting.

<u>Water levels:</u>	<u>December 2014</u>	<u>January 2015</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 January 2015.

Arsenic media replacement at the Oasis well site began today, Feb. 24, 2015, and should be completed within the next two days.

Three of the four customers receiving certified letters to have their backflow inspections completed are now in compliance with either report in-hand or confirmation of testing. One commercial account, the Dollar Store, has still not complied with the District backflow test requirement. Repeated notices concerning backflow inspection requirements have been sent out beginning September 2014. All deadlines have come and gone, with no action taken by this customer. Management has even made visits in-person to this customer to encourage compliance and avoid water shut-off. The Board expressed concern that not to proceed with shut-off of water service would set a negative precedent for future compliance requests both from this customer and all others who are required to have the inspections done. A motion was made by Barrie Dickerson to send a pink slip to this customer tomorrow, Feb 25, 2015, stating that unless proof of compliance is presented, water service will be shut off on Monday, March 2, 2015. The motion was seconded by Dave Moore and, upon vote, the measure passed unanimously. If the water is turned off and pad-locked, the store will be expected to pay a reconnect fee after backflow testing has been completed.

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

Agenda Item # 7 Authorized Signers for Bank Accounts

All checks disbursed by the District require two (2) Board signatures. With the new 2015 Board, new signature cards are required by Bank of the West. Lavon Van Dusen made a motion to approve all Board members to complete paperwork required by Bank of the West in order to be authorized signers on the account. The motion was seconded by Sue Marley and, upon vote, the measure passed unanimously.

Agenda Item # 8 Credit Card Payments

Management has determined that it is possible to run a simple VISA payment system. Any VISA billings would be collected and rebated to the District bank account at the billing rate. The customer would see the amount paid to the District plus an additional small charge from the bank. Sue Marley made a motion that we move forward with setting up a simple system whereby customers can pay their bill with credit card. Lavon Van Dusen seconded the motion and, upon vote, the measure passed unanimously.

Agenda Item # 9 2015/2016 Budget Committee

The Vice-Chair, Barrie Dickerson, will coordinate a series of Budget meetings between management, the treasurer, and any owner/users who are interested in serving and representing the public. It is expected one of these meetings will occur in late March and up to two more in mid-April. The goal is to have recommendations for presentation at the April Board meeting, 4/28/15, with the May meeting, 5/26/15, being used to present the final budget for public review and comment. No further Board action was required at this time.

Agenda Item # 10 Call to the Public

There was comment from two members of the public. Tony Chavez pointed out the Pinetop Water Company had tried a VISA collection system like the District is considering and had to discontinue it. He was not sure what the problems were but management took a phone number from him and is going to contact the Pinetop Water District before committing to VISA payments. Greg Watts commented about an exposed water pipe below the April tank that he noticed while hiking in the area. He believes the fall rains may have uncovered it and there could be a problem if a quad ran over it or someone maliciously decided to break it. He was suggesting it should be buried again to prevent possible damage. Management plans to review the situation.

With no other business to come before the Board, the Chair adjourned the meeting at 6:44 P.M.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the Feb. 24, 2015 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Friday, Feb. 20, 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 03/06/2015

A full recording is available – 47.43 minutes.