

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
Nov 22, 2016 REGULAR BOARD MEETING**

Chair, Barrie Dickerson called the meeting to order at 5:45 PM. Roll call showed a quorum.

Chair: Barrie Dickerson
Vice Chair: Eva Berst

Treasurer: David Moore
Secretary: Lavon Van Dusen

Not in attendance: Member-at-Large: Susan Marley

Also in attendance: Management– Randy Hrabina, Sarah Hrabina
Owners/Users: None

Agenda Item # 3 Board Member Reports

Dave Moore reported on BCCWID website and Black Canyon City Bulletin Board Facebook postings. During the month, he posted the agenda/meeting notice for the November Regular Board meeting on both the website and Facebook. He also posted a meeting reminder on Facebook.

Additionally, Dave reported that the District's website hosting through Blue Host is up for renewal in January, and the renewal for the domain name will be due soon as well (probably in February). The combined cost for both renewals will be approximately \$100.

Agenda Item # 4 Approval of Minutes: 10/25/16 Regular Meeting

The minutes from the 10/25/16 regular Board meeting were provided to the Board. With no corrections necessary to the minutes, Dave Moore made a motion to accept the minutes as written. Eva Berst seconded and, upon vote, the minutes for the 10/25/16 Regular Board meeting were approved unanimously.

Agenda Item # 5 Treasurer's Financial Report for Approval as of 10/31/16

Dave Moore presented the financial report for the period ending 10/31/2016 with beginning, ending and change balances for each account.

Account	Beginning	Ending	Change
General Fund	\$71,415.87	\$60,426.79	(\$10,989.08)
Security Deposits	\$44,475.00	\$44,475.00	\$0.00
Impact/Capital Fund	\$273,704.68	\$282,025.19	\$8,320.51
Arsenic Sinking Fund	\$87,645.91	\$92,659.41	\$5,013.50
<u>Recap/Bank of the West</u>	<u>\$15,731.48</u>	<u>\$13,044.97</u>	<u>(\$2,686.51)</u>
Account Totals =	\$492,972.94	\$492,631.36	(\$341.58)

Cash Management:	Deposits	\$38,493.80
And/Less: General Journal		
cash account entries:		
Monthly scanner fee		\$45.00
	Disbursements	\$38,790.38
	Net Gain/(Loss)	<u>(\$341.58)</u>

Note: disbursements for the month include 3rd legal service payment of \$3,112.50 and an additional legal payment to David Smith (counsel for Chandler Construction) in the amount of \$1,816.35

October billing with 839 active accounts totaled \$36,167.95. Water consumption for the month of October was reported at 4,377,000 gallons compared to 5,174 ,000 gallons the previous month and the October 2015 comparison of 4,977,000 gallons. Total gallons billed for the fiscal year-to-date was 20,227,000 gallons (4 months) compared to last year's total gallons billed for fiscal year-to-date of 23,493,000 gallons. The financials include Quick

Books invoices #2157 to #2168 and In-Hance Audits #13,731 through #13,777 with the accounts receivable in both In-Hance and Quick Books balancing at \$21,042.69

No impact fees were collected in October.

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 for the period ending 10/31/16. The motion was seconded by Barrie Dickerson and, upon vote, the financial report was unanimously approved.

Agenda Item #6 Operations Report and Approval as of 11/21/2016

Randy Hrabina presented the Operations 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 31 blue stakes marked for the period. There were 38 pink slips mailed out for November. Test results from Test America Labs for monthly Bac-t's (E-Coli & Coliform) for the month were negative.

Water sample test results for the annual TTHM's and HAA5's (by-products of chlorine) were all well below allowable limits. Reports were sent to ADEQ.

WELL STATS: Well levels are unchanged since October and continue to be in the "normal" range

<u>Water levels:</u>	<u>Oct 2016</u>	<u>Nov 2016</u>
Big John #1	21' Draw to 24'	21' Draw to 24'
Big John #2	21' Draw to 25'	21' Draw to 25'
GOA #1	22' Draw to 24'	22' Draw to 24'
GOA #2	22' Draw to 24'	22' 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 2016.

Eva Berst 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 #7 Board Vacancies as of January 1, 2017

A copy of a "Board Position Vacancy Notice" was provided to all Board members. There are 3 positions which will be expiring December 31, 2016. Two Board members plan to accept appointments to continue, leaving one position needing to be filled. The notice, which will be posted publicly (at the Post Office, on the District website, and on Facebook), provides application information for anyone interested in being considered for the position. There was no action required from the Board at this time.

Agenda Item #8 Management Contract Renewal

Although Management's contract does not come up for renewal until 2017, it has been the custom in the past to review it in advance for budgeting reasons. Management provided Board members with a brief history of their past contract figures with the District as well as a short summary of requested amounts to be considered in the new contract. Although the summary was helpful, Board members requested a copy of the actual proposed contract so they would be more fully informed. Management agreed to provide each Board member with a copy of the requested information. Since each Board member will need time to review this information, this agenda item was tabled until the December 27, 2016 Regular Board meeting. No further action was required at this time.

Agenda Item #9 Update on Ansel v. BCCWID Yavapai Co Superior Court #P1300CV2016-00448

Dave Moore gave a brief update of what has been done so far regarding the case. He stated that we are making progress in the discovery stage, and depositions of Randy Hrabina and Tony Chandler have been completed by the plaintiff's attorney, Mr. Goodman. It is now time for the plaintiff, Mr. Ansel, and his attorney to present witnesses for the District's lawyers to depose.

On Monday, Nov. 21, 2016 there was a "Hearing of Order to Show Cause", brought by the plaintiff, demanding that the District remove everything that was done on the easement on Mr. Ansel's property (such as all concrete and stabilization work) and return the property to its native state prior to any of the work that was done. The judge felt this was premature and not urgent, and would not rule in favor of the plaintiff to have all work removed. The judge rescheduled the hearing for February of 2017. Dave feels there is a possibility the two sides could discuss a settlement prior to this proceeding to trial. No Board action was required on this item.

Agenda Item #10 Call to the Public

None

With no other business to come before the Board, the Chair adjourned the meeting at 6:30 P.M.

CERTIFICATION:

I, Sarah J. Hrabina, certify that the Agenda for the November 22, 2016 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on Friday, Nov. 18, 2016, 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 11/24/2016. A full recording is available—45:01.