

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
DECEMBER 19, 2017 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:46 PM. It was noted the Board normally meets the 4th Tuesday of the month but had been rescheduled due to the holiday.

Roll Call showed a quorum (3 of 5):

Dave Moore, Chair; Eva Berst, Vice Chair; Barrie Dickerson, Treasurer
Absent: Carol Ramirez, Member-at-Large; and, vacant secretary position

Also in attendance: Management– Randy Hrabina, Sarah Hrabina

The Chair welcomed ...Owner/Users/Public attending: Jed Carter, Cindy Brannan, and CPA Alyx Cohan

The Chair asked for a moment of silence for the customary Reflection Time

Agenda Item #3 Board Member Reports

Dave Moore reported the postings made to BCCWID website and Eva Berst reported the postings to the Black Canyon City Bulletin Board on Facebook.

With the Auditor present, the Chair moved ahead to...

Agenda Item #8 Audit for Fiscal Year Ending 6/30/2017

CPA Alyx Cohan gave a recap of the audit and stated the audit went smoothly; and was unmodified with no material adjustments made. After Board discussion with the auditor, Barrie Dickerson moved to approve the audit for fiscal year ending 6/30/17 with Eva Berst seconding the motion. Upon vote the Board unanimously approved the audit for the fiscal year ending 6/30/2017.

Agenda Item #4 Approval of Minutes: 11/8/17 Special Board Meeting and 11/28/17 Regular Meeting

The minutes for the Nov. 8th Special Board Meeting (tabled last month) were now completed and provided to all Board members for review. The Chair asked for any corrections. With none noted, Eva Berst moved to accept the November 8, 2017 Special Board Meeting minutes as written. Barrie Dickerson seconded the motion and upon vote, the motion to accept the November 8, 2017 minutes passed unanimously.

The Nov. 28th Regular Board Meeting minutes were reviewed and with no corrections needed, Barrie Dickerson made the motion to accept the minutes as written. Eva Berst seconded the motion and upon vote the minutes from the Nov. 28, 2017 Regular Board Meeting were approved unanimously.

Agenda Item #5 Treasurer's Financial Report for Approval as of 11/30/17

The Chair called upon the Treasurer to present the financial report. Barrie Dickerson reported:

Account	Beginning	Ending	Change
General Fund	\$ 56,660.32	\$ 22,710.66	- \$33,915.61*
Security Deposits	\$ 45,110.00	\$ 45,110.00	\$ -0-
Impact/Capital Fund	\$307,230.38	\$309,876.43	+\$ 2,646.05
Arsenic Sinking Fund	\$108,390.96	\$109,942.57	+\$ 1,551.61
Recap/Bank of the West	\$ 8,886.25	\$ 14,777.12	+\$ 5,890.87
Account Totals =	\$526,277.91	\$502,416.78	-\$23,861.13*
Correction: (Reconciliation incl ck voided on 12/8- \$34.05			+ 34.05*
Corrected Total			(\$23,827.08)

Cash Management	Deposits	\$51,179.82
GJ Adjustments:		
Monthly scanner fee		- 45.00
Posting bank scanner error		- .10
Correction 12/8 voided ck		+ 34.05

Cash Management	Deductions/checks	<u>-\$74,995.85</u>
Corrected	Net Gain/(Loss)	(\$23,827.08)

November billing totaled \$40,777.16. Water consumption for the month was reported at 4,477,000 gallons compared to 5,056,000 gallons the previous month and the Nov' 16 comparison of 4,532,000 gallons. Total gallons billed for the fiscal year-to-date was 25,728,000 gallons (5 months); with comparison to previous fiscal year-to-date of 24,759,000 gallons. The financials include Quick Books invoices #2315 to #2322 and In-Hance Audits #15,433 through #15,482 with the accounts receivable in both In-Hance and Quick Books balancing at \$31,597.43.

One impact fee was assessed; Audit #15,474 a/c#798 \$2,500.00.

Dave Moore moved to accept the November 30, 2017 Financial Report with Eva Berst seconding the motion. Upon vote the Financial Report as of 11/30/2017 passed unanimously.

Agenda Item #6 Operations Report and Approval as of 12/18/2017

Randy Hrabina presented the Operations Report, giving a recap of the November 28th through December 18, 2017 activities with 25 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 6 Blue Stakes marked for the period; 29 pink slips.

Test results from Test America for monthly Bac-t's (E-Coli & Coliform) for the month were negative.

WELL STATS: Well levels continue to remain unchanged and in the "normal" range

<u>Water Levels:</u>	<u>Last Report/November 2017</u>	<u>This Report/December 2017</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'

R Hrabina stated Adedge is working on a solution for electronic components not working on the digital monitoring screen for the arsenic system at the GOA site. The system was installed in 2006 and parts are no longer available through the manufacturer. As a heads up, R Hrabina stated it's possible the whole control panel may have to be replaced and could be costly. It happened years ago at Big John but at that time parts were available.

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 November 2017.

With no other discussion, Barrie Dickerson moved to accept the Operations Report as presented. Dave Moore seconded the motion and upon vote the Operations Report as of 12/18/2017 was approved unanimously.

Agenda Item #7 Reynolds Road

The Chair noted Reynolds Road was discussed briefly last month and asked Randy/Management to present the issue. R Hrabina stated Yavapai County wants to blacktop Reynolds Road. That being the case, the District needs to replace the water and service lines. The project, if approved, would be for approx. 600-ft. of C-900 water main and approx. five service lines. The other issue is the road is owned by the Water District. Years ago, the Albins quitclaimed it to the District. The County would like the District to quitclaim it to them or provide an easement. Management stated it did not see any benefit in owning it and suggested approving to quitclaim it to the County. Additional Board discussion

followed regarding both the project and quitclaim proposal. Dave Moore pointed out if the District quitclaims the road (parcel) we would be committing the District to the project and expressed his concerns for funding in light of the potential arsenic costs that may be needed. The Chair suggested authorizing Management to advertise for bids but to TABLE the matter regarding quitclaim or easement until costs are known and so moved. Barrie Dickerson seconded the motion to go out for bids on the project and upon vote was approved unanimously.

The matter regarding quitclaim or easement for the County was TABLED.

Agenda Item #9 Open Board Position

The Chair opened the discussion stating the open Board position is that of Secretary and Jed Carter had attended the November Board Meeting giving the Board a letter-of-intent during public call. No other letters-of-intent were received and the Chair confirmed Jed Carter was both a resident of the District and a registered voter. Jed Carter indicated his willingness to serve but would not be able to transcribe minutes. The Chair indicated a solution could be to hire a transcriber. Barrie Dickerson moved to appoint Jed Carter to the open board position of secretary and Dave Moore seconded the motion. Upon vote Jed Carter was appointed to fill the position with the term expiring 12/2018.

The Chair administered the Oath-of-Office to Jed and Jed was seated to the Board with all in attendance welcoming him.

**Agenda Item #10 Update on: Ansel vs BCCWID Yavapai Co Superior Court
#P1300CV2016-00448**

The Chair indicated it would not be appropriate for a lengthy discussion on the matter but gave a brief update on the lawsuit.

Agenda Item #11 Call to the Public -NONE

With no other business to come before the Board, the Chair adjourned the meeting at 6:29 P.M. Chair Dave Moore thanked everyone for their attendance, announced the next Board Meeting would be January 23rd...2018 and wished everyone a happy holiday.

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the December 19, 2017 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on December 12, 2017, on or before 4:30 PM.

Sarah J. Hrabina
Sarah J. Hrabina

ATTESTED:

I, Jed Carter, Secretary for the Black Canyon City Water Improvement District certify that the minutes are true and correct to the best of my knowledge and belief.

Respectfully submitted,

Jed Carter
Jed Carter, Secretary

Transcription of minutes completed by Management 01/11/2018.
A full recording is available: 44:43 min. in length