

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
OCTOBER 25, 2022 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:03 PM.

Roll Call showed a quorum with the following Board Members present:

Dave Moore, Chair; Dorothy Moore, Treasurer, Jeremy Brueckner, Member-at-large

Jed Carter, Vice Chair/Acting-Secretary

Also in attendance from Management– Bob Hanus, Sarah Hrabina

Public: Chris Matheson, Greg Watts, Miriam Yega-Bates

The Chair asked for the customary **moment of silence**.

Agenda Item #3 Board Member Reports

Jeremy Brueckner expressed appreciation to Bob & operations for the work being done

Dave Moore reported the postings made to BCCWID website and the BCC Bulletin Board on Facebook

Agenda Item #4 Approval of 9/27/22 Regular Board Meeting Minutes

Upon review of the September 27, 2022 Regular Board Meeting minutes, Jeremy Brueckner moved to accept as written. The motion was seconded by Jed Carter and upon vote approved unanimously.

Agenda Item #5 Approval of Treasurer's Financial Report as of 9/30/22

Treasurer Dorothy Moore presented a recap of the 9/30/2022 Financial Management Report:

Account	Beginning	Ending	Change
General Fund	\$ 75,263.09	\$ 40,878.93	\$ 34,384.16 -
Security Deposits	\$ 47,635.00	\$ 47,635.00	\$.0+
Impact/Capital Fund	\$ 194,422.81	\$ 204,440.37	\$ 10,017.56+
Arsenic Sinking Fund	\$ 114,788.69	\$ 120,012.09	\$ 5,223.40+
Recap/Bank of the West	\$ 45,944.40	\$ 42,417.44	\$ 3,526.96 -
Account Totals =	\$ 478,053.99	\$ 455,383.83	\$ 22,670.16-

Cash Management	Deposits	\$ 50,992.13
GJ Adjustments:		
Merchant Service Fees		\$ (223.31)
Less: Monthly Scanner Fee		\$ (45.00)
Returned ck +fee		\$ (6 5.00)
Debit processed 8/31; reversed posted 9/1		\$ (112.09)
Cash Management	Deductions/checks	\$ (73,216.89)
	Net Gain/(Loss)	\$ (22,670.16)

Sept billing totaled \$54,059.95. Water consumption for the month was reported at 5,380,000 gals. compared to 5,650,000 gals. for the previous month. The Sept 2021 comparison was 5,964,000 gals. Total gallons billed for the fiscal yr. 2022/23 to date is 17,027,000 gallons 2 mos. with comparison to previous fiscal year 2021/22 of 16,044,000 gallons. The financials include Quick Books invoices #3105 to #3124 and In-Hance Audits #20,209 through #20,281 with the accounts receivable in both In-Hance and Quick Books balancing at \$43,808.24

Credit & Debit Card Payments: Forty-five (45) transactions were posted; 26 debit & 19 credit card payments for a total \$6,915.98. Batches 100 thru 117.

Review of all audit adjustments was done – delinquent & penalty fees posted; final reads/refund security deposits; re-read/corrections; turn-ons/turn-off

One impact fee was collected in Sept- Audit#20,260 a/c#477 \$2,500.00

Monthly General Journal Entries for approval were attached.

Respectfully submitted by Sarah J. Hrabina, Management and approved by Dorothy Moore, Treasurer

Agenda Item #5 Approval of Treasurer's Financial Report as of 9/30/22 (con't)

The Chair called for a motion to approve the Sept Financial Report and Jeremy Brueckner made the motion to accept the Financial Report as submitted. Jed Carter seconded the motion and upon vote, the motion carried unanimously.

Agenda Item #6 Operations Report for Approval as of 10/21/2022

Bob Hanus provided a recap of his Operations Report submitted to the Board with 30 work orders completed. Work orders completed included turn-ons, turn-offs, replacement of meters or auto-reads, main line breaks, well/booster site repair/maintenance, final reads/re-reads & customer service provided. The report showed one (1) main line leak on Golden Lane. 1 new meter was installed (previous foreclosure), account #477. 32 Blue Stakes were received; and 52 Pink Slips for past due accounts. Water Quality was reported good; with monthly bac-t samples negative. The third quarter arsenic samples showed all at 10 ug/l or under; however, GOA was at the limit & needs to be replaced. Arrangements are being made with AdEdge for the media replacement. In addition, annual samples for Lead & Copper were within allowable limits as was the annual TTHM/HAA5 samples.

Most recent water levels reported as of 10/25/22, showing a slight drop

Date	B John 1		B John 2		Oasis 1		Oasis 2		GOA 2		GOA 3	
	WL	DRW	WL	DRW	WL	DRW	WL	DRW	WL	DRW	WL	DWR
10/25	29'3"	30'1"			29'	31'	28'8"	31'8"	26'8"	27'1"	26'2"	30'3"

Previous month comparison

Date	B John 1		Oasis 1		Oasis 2		GOA 2		GOA 3			
	WL	DRW	WL	DRW	WL	DRW	WL	DRW	WL	DWR		
9/17	27'1"	27'4"	30'0"	30'3"	28'5"	28'9"			26'6"	27'0"	26'0"	30'1"

The Chair expressed his concern with no recovery during the monsoon season.

Projects:

Bob reported he is still waiting to get the County permit for the new electric meter pedestal work at GOA.

The Big John Well #3 Project- See Agenda Item #8 for detail

Management has determined there are 41 meters not registering usage and should be replaced; See Agenda Item #9.

After addition discussion, Dave Moore moved to approve the Operations Report and Jeremy Brueckner seconded the motion. Upon vote, the 10/21/2022 Operations Report was approved unanimously.

Agenda Item #7 AdEdge Media Replacement at GOA Well Site

As previously discussed in the Operations Report, the GOA Site is at the maximum arsenic limit and needs to be replaced. Management received the quote from AdEdge in the amount of \$49,555.10 (sales tax not included) with a projected change-out date mid-November. Jeremy Brueckner moved to approve the media replacement at GOA at a cost of approx. \$52,000. Jed Carter seconded the motion and upon vote was approved unanimously.

Agenda Item #8 Big John #3 Well Bid Request Progress and Bid Opening Date

Management reported Bid Packets were sent to potential contractors; Site Inspection is scheduled for 10/26 with the Bid Opening scheduled for the Nov 22nd Board Meeting.

Also discussed were issues at the Big John Site with the Chair providing a site map showing the parcel, as surveyed and the currently fenced area highlighted. In discussion it was stated the area fenced was done years ago (exact date uncertain but more than twenty years) by the Albins, the previous owners; not the District. Per the survey, a portion of the fenced area is outside the parcel boundary lines. The Chair

Agenda Item #8 Big John #3 Well Bid Request Progress and Bid Opening Date (con't)

Indicated having conversed with David Albins hoping to broker a resolution to the issue. At this point no mutual agreement has been made. David Albins has indicated the District should remove any and all District property that is on his property. The Chair indicated options include hiring an attorney in light of the fact it has been existing for years and it was the Albins who put up the fencing and was agreeable with them at that time and over the last twenty-some years. After all discussion, the Chair moved to approve \$20,000 for resolving the encroachment, if moving the tank, concrete building and generator along with fence line were deemed the only solution and no other resolution could be made. Jed Carter seconded the motion and upon vote the motion was approved unanimously.

Agenda Item #9 41 Meter Replacement Project

Bob Hanus opened the discussion indicating Management has determined there are 41 old meters that are not registering water usage with some of the properties occupied. Inasmuch, Management is recommending replacing them over the next several months. Using Sensus SR11 meters with touch read, the cost would be \$8,620.00 for materials and \$4,100.00 for labor (by Management) for a total capital expenditure of \$12,720.00. It was also noted WIFA funding may be available.

On motion by Dave Moore, seconded by Jed Carter the motion to approve the capital expenditure in the amount of \$12,720.00 for replacing 41 meters was approved unanimously.

Agenda Item #10 Training for Office- Monetary Participation Discussion

The Chair called upon Sarah Hrabina/Office Management to open the discussion. Sarah had provided a proposal in the Board Packets and indicated the current Office Management contract expires the end of July 2023. The employee Bob Hanus/Western Environmental Technologies (WET) has hired has been training on a very limited basis but enough to get a good sense of her office skills. Sarah indicated she would like nothing more than to have someone well trained prior to her retirement. She also indicated it would be in the District's best interest in having someone to make it a smooth transition, suggesting if the three entities WET, American Country Homes and the Water District each contributed one-third of the training cost for 12 hours weekly it would be \$60 each, per week. Additional discussion followed and after due consideration, Jeremy Brueckner moved to approve the District contributing \$60/week for training hours. The motion was seconded by Dorothy Moore and upon vote approved unanimously.

Agenda Item #11 Pubic Call

Miriam (Elvie) Yega-Bates introduced herself and inquired about the new well with Board & Management explaining the need.

Chris Matheson introduced herself as the "new hire" and noted she has lived in Black Canyon for 30+ years.

Greg Watts provided his take on the recent September 7, 2022 joint meeting at the school regarding the I-17 freeway widening project expressing his concerns in particular regarding the estimates used on the amount of water they needed for the project. Questions were not answered and he expressed his concern there was no formula or overdraft protection should their consumption interfere with the water the community needed.

With no further business to come before the Board, the Chair adjourned the meeting at 6:27 PM
The next Regular Boarding Meeting will be November 22, 2022

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the October 25, 2022 Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on October 21, 2022, on or before 4:30 PM.

Sarah J. Hrabina
Sarah J. Hrabina

ATTESTED:

I, Jed Carter, Vice Chair/Acting-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, Acting-Secretary

Transcription of the minutes was completed by Sarah Hrabina on 11/21/2022.
A full recording is available