

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
NOVEMBER 22, 2022 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:06 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: None

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

Agenda Item #3 Board Member Reports- Jed Carter mentioned seeing a (water) tanker truck on Schoolhouse Rd. Concerns were noted about the Freeway Project’s water usage
Jeremy Brueckner stated he has noticed higher chlorine levels from time to time with Operator Bob Hanus indicating levels do vary but have always been far below the maximum levels.
Dave Moore reported the postings made to BCCWID website and the BCC Bulletin Board on Facebook

Agenda Item #4 Approval of 10/25/22 Regular Board Meeting Minutes

Upon review of the October 25, 2022 Regular Board Meeting minutes, Jed Carter moved to accept as written. The motion was seconded by Jeremy Brueckner and upon vote approved unanimously.

Agenda Item #5 Approval of Treasurer's Financial Report as of 10/31/22

Treasurer Dorothy Moore presented a recap of the 10/31/2022 Financial Management Report:

Account	Beginning	Ending	Change
General Fund	\$ 40,878.93	\$ 69,811.98	\$ 28,933.05 +
Security Deposits	\$ 47,635.00	\$ 47,635.00	\$.00 +
Impact/Capital Fund	\$ 204,440.37	\$ 216,372.37	\$ 11,932.00 +
Arsenic Sinking Fund	\$ 120,012.09	\$ 125,012.09	\$ 5,000.00 +
Recap/Bank of the West	\$ 42,417.44	\$ 18,541.59	\$ 23,875.85 -
Account Totals =	\$ 455,383.83	\$ 477,373.03	\$ 21,989.20 +

Cash Management	Deposits/Cash Receipts Report	\$ 54,676.45
GJ Adjustments:		
Merchant Service Fees		\$ (258.24)
Less: Monthly Scanner Fee		\$ (45.00)
Returned ck +fee		\$ (143.00)
Cash Management	Check Disbursement Report	\$ (32,241.01)
	Net Gain/(Loss)	\$ 21,989.20

Oct billing totaled \$47,761.70. Water consumption for the month was reported at 4,228,000 gals. compared to 5,380,000 gals. for the previous month. The Oct 2021 comparison was 4,716,000 gals. Total gallons billed for the fiscal yr. 2022/23 to date is 21,255,000 gallons 4 mos. with comparison to previous fiscal year 2021/22 of 20,760,000 gallons. The financials include Quick Books invoices #3125 to #3150 and In-Hance Audits #20,282 through #20,353 with the accounts receivable in both In-Hance and Quick Books balancing at \$43,958.01

Credit & Debit Card Payments: Fifty-four (54) transactions were posted; 31 debit & 23 credit card payments for a total \$4,375.10. Batches 118 thru 136.

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

No impact fees were collected in Oct

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 10/31/22 (con't)

After discussion regarding quantity of water needed on a monthly basis to supply the town's water needs vs Freeway Project; and researching possibly adding an online payment option in addition to the newly added debit and credit card payment option the Chair called for a motion to approve the Oct. Financial Report. Jed Carter so moved and Jeremy Brueckner seconded the motion. Upon vote, the motion to approve the October Financial Report carried unanimously.

Agenda Item #6 Operations Report for Approval as of 11/20/2022

Bob Hanus provided a recap of his Operations Report submitted to the Board with 22 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. A number of meters deemed to be faulty, as approved by the Board last month have been replaced and the remainder will be replaced over the next few months. 27 Blue Stakes were received; and 84 Pink Slips for past due accounts. Water Quality was reported good; with monthly bac-t samples negative. Water Samples:

Most recent water levels reported as of 11/14/22, 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
11/14	29'0"	30'1'			29'5"	31'	28'9"	31'	27'3"	27'9"	27'1"	30"

Previous month comparison

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"

Concern was again expressed with no recovery during the monsoon season; and it was noted we are still at a Level 3 under the District Drought Emergency Plan.

After addition discussion, Dave Moore moved to approve the Operations Report and Jed Carter seconded the motion. Upon vote, the 11/22/2022 Operations Report was approved unanimously.

Agenda Item #7 GOA Well Site Electrical Engineering Drawing Requirement

Bob Hanus opened the discussion stating replacement of the electric meter pedestal at GOA is still pending. Yavapai County is stating they need an electrical stamped engineered plan for the work. Additional discussion noted the actual County wording states "may" be needed; cost approximately \$5,000. The Chair offered to discuss the matter with the County in hopes of resolving the issue but in case he is unsuccessful moved for Board approval to obtain the stamped engineer plans, not to exceed \$5000. Jeremy Brueckner seconded the motion and upon vote the motion to obtain engineered plans at a cost of \$5,000 or less provided all avenues available with Yavapai County have been exhausted was approved.

Agenda Item #8 Big John #3 Well Bid Review and Discussion

The Chair opened the discussion noting the bids were due by November 15th. Bob Hanus stated there were three (3) pre-bid site inspections. The Chair stated there was only one (1) bid received and it was (in his opinion) abnormally high. Additional discussion followed, including Dave Moore stating not knowing the amount of a WIFA grant makes it impossible to award the bid. For that reason, the Chair stated the bid was on hold but may be re-visited at the December meeting. **NO BOARD ACTION TAKEN; TABLED**

Agenda Item #9 Auditor (New) Updates

The Chair informed the Board he has three(3) possible sources but still working on it. **INFORMATION ONLY; TABLED**

Agenda Item #10 Review of 2023 Meeting Dates

The 2023 calendar was reviewed; Regular Board meetings are held the 4th Tuesday of each month, except no meetings in June or August. The Dec/2023 date would be Dec. 26th & after discussion was agreed would be better to move the date to Tuesday, Dec. 19th.

The Board calendar, therefore, was set to:

January 24, 2023;	February 28, 2023	March 28, 2023	April 25, 2023
May 23, 2023	June- NO meeting	July 25, 2023	August- NO meeting
Sept 26, 2023	Oct 24, 2023	Nov 28, 2023	Dec 19, 2023

Agenda Item #11 Pubic Call - NONE

With no further business to come before the Board, the Chair adjourned the meeting at 6:08 PM
The next Regular Boarding Meeting will be December 27, 2022

Certification:

I, Sarah J. Hrabina, certify that the Agenda for the **November 22, 2022** Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on **November 20, 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 11/26/2022.
A full recording is available