

**OFFICIAL MINUTES FOR THE  
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT  
DECEMBER 27, 2022 REGULAR BOARD MEETING**

Chair, Dave Moore called the meeting to order at 5:08 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 attending telephonically

Also in attendance from Management– Bob Hanus, Operations; Sarah Hrabina, absent

The Chair welcomed from the Public: Elaine Clayton, Jennifer Hutson and Alan Northcott

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

**Agenda Item #3 Board Member Reports**

Jeremy Brueckner reported Kewit (Freeway Contractor) traffic on Schoolhouse Road

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

**Agenda Item #4 Approval of 11/22/22 Regular Board Meeting Minutes**

Upon review of the November 22, 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 11/30/22**

Dorothy noted Sarah has been out of the office due to a health issue and the bank reconciliation has not been completed but will be done so the Financial Report can be approved at the January meeting.

Treasurer Dorothy Moore presented a recap of the 11/30/2022 Financial Management Report:

<b>Account</b>	<b>Beginning</b>	<b>Ending</b>	<b>Change</b>
General Fund	\$ 69,811.99	\$ 91,175.29	\$ 21,363.31 +
Security Deposits	\$ 47,635.00	\$ 48,760.00	\$ 1,125.00+
Impact/Capital Fund	\$ 216,372.37	\$ 224,601.17	\$ 8,228.80 +
Arsenic Sinking Fund	\$ 120,012.09	\$ 125,012.09	\$ -0-
Recap/Bank of the West	\$ 18,541.59	\$ 15,580.63	\$ 2,960.96 -
<b>Account Totals =</b>	<b>\$ 477,373.03</b>	<b>\$ 505,129.18</b>	<b>\$ 27,756.15 +</b>

Cash Management	Deposits/Cash Receipts Report	\$
GJ Adjustments:		
Merchant Service Fees		\$
Less: Monthly Scanner Fee		\$ (45.00)
Returned ck +fee		\$
Cash Management	Check Disbursement Report	\$
	<b>Net Gain/(Loss)</b>	<b>\$</b>

Nov billing totaled \$49,221.36. Water consumption for the month was reported at 4,554,000 gals. compared to 4,228,000 gals. for the previous month. The Nov 2021 comparison was 4,559,000 gals. Total gallons billed for the fiscal yr. 2022/23 to date is 25,799,000 gallons (5 mos.) with comparison to previous fiscal year 2021/22 of 25,319,000 gallons. The financials include Quick Books invoices #3151 to #3171 and In-Hance Audits #20,354 through #20,419 with the accounts receivable in both In-Hance and Quick Books balancing at \$43,933.27

Credit & Debit Card Payments: Sixty-five (65) transactions were posted; 31 debit & 23 credit card payments for a total \$4,375.10. Batches 137 thru 153.

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

One (1) impact fee was collected in Nov- Audit#20,369 a/cT3069 \$2,500.00

Monthly General Journal Entries (to follow)

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

**Agenda Item #5 Approval of Treasurer's Financial Report as of 11/30/22 (con't)**

It was noted the complete report, after the bank reconciliation is completed will be included next month. Jeremy Brueckner motioned to approve the report to date and Jed Carter seconded the motion. Upon vote, the (partial) Financial Report was approved (with final to be submitted at the January meeting).

**Agenda Item #6 Operations Report for Approval as of 12/23/2022**

Bob Hanus provided a recap of his Operations Report submitted to the Board with 36 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. Additional meters deemed to be faulty, as approved by the Board last month, were replaced.

29 Blue Stakes were received; Pink Slips were not completed

Water Quality reports were good; with monthly bac-t samples negative.

Water Stats were reviewed and noted as being status-quo

Operations Manager reported the arsenic media was replaced at GOA and is back online. He noted there is some concern regarding the age of the system and tanks and will need to be discussed as a capital improvement project at some time in the near future.

The APS meter pedestal is still uncompleted and needs to get the permit issue resolved.

The 41-Meter Replacement Project has been completed with only 31 meters in need of replacement. The others, thought to need replacing for no-flow, were either customers with wells or vacant. Bob indicated he would like to use the 10 additional meters to replace those that are old and hard to read.

After additional discussion, Dave Moore moved to approve the Operations Report and Jed Carter seconded the motion. Upon vote, the 12/23/2022 Operations Report was approved unanimously.

**Agenda Item #7 Rubicon Tank Quote for Indian Hills and School Loop**

The Chair called upon Bob Hanus to open the discussion who noted he was unable to contact the tank divers he's used in the past before researching Rubicon. The price quoted for the two storage tanks is \$3,650.00. Details and scope of the work were provided. After additional discussion Jed Carter moved to approve the \$3,650.00 bid from Rubicon Applied Divers. The motioned was seconded by Jeremy Brueckner and upon vote was approved unanimously. Bob indicated the work would most likely be scheduled in January.

**Agenda Item #8 Resolution 2022-07.02 Revision**

The Chair opened the discussion explaining a resolution is required to be in place by WIFA for funding that is basically a revolving line of credit. We may never use it; but need it in case we do (for project costs). We approved a resolution in July in the amount of \$235,000 for the Big John #3 well drilling but that is on hold due to the cost at the moment. Because the cost was so significantly higher, WIFA and the engineer thought the amount should be increased to \$416,300. Keep in mind we may or may not ever use any portion of these funds but will available if needed. It was also noted there is no expiration date. On motion by Jed Carter, seconded by Jeremy Brueckner **Resolution 2022-12.27 to authorize and apply for financial assistance from the Water Infrastructure Finance Authority of AZ in the amount not to exceed \$416,300 was approved unanimously.** (Replaces Resolution 2022-07.02)

**Agenda Item #9 Water Angel Program or Similar**

The Chair opened the discussion noting the Water Angel Program info provided was from a water district up north and would like to see BCCWID consider a similar program and perhaps make it year-round; not just at Christmas. Donations could be made by those who can for those in need. He mentioned the high number of pink slips being about 10% of our customer base. He indicated Sarah and the Office already know this and over the years have accepted many anonymous donations. Additional discussion followed and all agreed it would be a good program. **INFORMATION ONLY; NO BOARD ACTION TAKEN**

**Agenda Item #10      BJ#3 Well Bid Results and Possible Re-Bid Options**

The Chair opened the discussion both he & Bob (Operator) are looking at the options stating the bids were way out of bounds, crazy. As an example, he stated the GOA#3 Well was a similar project and was less than half the cost. He indicated an option would be to split up the project into: (1) Drilling of well; (2) Plumbing work; (3) Electrical; and (4) Other, parts & materials. He stated this will be on the January agenda in Executive Session because the Board needs to know the bid amounts but cannot be disclosed publicly because of re-bidding. INFORMATION ONLY; NO BOARD ACTION TAKEN

**Agenda Item #11      BJ#3 Building, Generator and Tank Relocation; Property Boundary Possible Solutions**

The Chair opened the discussion indicating the situation is a nightmare and will be on the January agenda, also in executive session (due to legal matter & ongoing negotiations.) He explained when we had the site surveyed, in preparation of the well drilling, it was determined where we thought the property boundaries were and where they actually are, per the survey, are two different things. The well location is fine but the block building housing the electrical panels and such is not 100% on our property. It protrudes approximately two feet (2') onto the adjoining neighbor's property. I tried to negotiate with him, including outright buying the property but his response was move your building. I called our attorney that we have worked with in the past and he suggested going to the County and see if they would grant a variance for the setback requirements. Also infringing, the concrete pad for the generator and the backwash tank. The Chair asked Bob (the Operator) if he figured out a new location for the backwash tank and he indicated he has not as yet; additional follow-up with the County is needed. INFORMATION ONLY; NO BOARD ACTION TAKEN (Will be on the agenda again in January)

**Pubic Call**

The Chair opened the Public Call, reading the proto call of public call procedures, including the Board not permitted to take any action. He then called upon the Public and Elaine Clayton addressed the Board; her first inquiry being, who is the Owner of the Water District. The Chair explained the Owners are the property owners within the District boundaries and are (collectively) the Owners. ELAINE: Is there accounting information as to how much each owner gets, as an Owner? CHAIR: Nothing, with the exception IF the Water District (would ever elect to dissolve) and sell in the future, the net proceeds would be divided equally among the 865 owners. ELAINE: Essentially, the Board is the regulating authority representing all the Owners, correct? CHAIR: confirmed, noting the Board members are elected. Additional discussion followed regarding disclosing owner information. ELAINE: How often are the elections? CHAIR: Every two years, staggered. He also explained, as example, he and Jed Carter ran unopposed in 2022; therefore the Yavapai County Board of Supervisors cancelled the election and officially appointed them (4 year term). Next election will be in 2024. A series of questions regarding the Rock Springs Project (recently approved by Yavapai County) followed including ELAINE stating she does not feel the Board is being very transparent about the Board's knowledge regarding the project and would like details. The Chair suggested setting up an appointment to discuss, as public call is limited. The District Operator also noted the rule about a development needing to provide a 100-year supply of water is only within an Active Water Management Area (AWMA) and the District is outside a designated AWMA so anyone wanting to drill a well can (by applying for a permit through Water Resources/State agency), tying our hands. Quality of water was also touched on with the Chair and both Jeremy Brueckner (Board member) and Bob Hanus (Operator) responding with information regarding testing and reporting. It was noted the information is readily available on our website and an annual Consumer Confidence Report is mailed to ALL customers (as required by ADEQ) and is on our website. ELAINE: inquired about available aquafer maps for both the Water District and Rock Springs. OPERATOR: stated there are no maps; there has never been a hydrology study/report. With that, the Chair indicated he would have to close public call and declared the meeting adjourned at 6:20 PM

It was announced the next Board Meeting would be January 24, 2023.  
The Chair thanked everyone for their attendance.

**Certification:**

I, David E Moore, Sr., certify that the Agenda for the **December 27, 2022** Regular Board Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on **December 26, 2022**, on or before 4:30 PM.

**David E. Moore, Sr.**

David E. Moore, Sr.

**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 01/17/2023  
A full recording is available