

**OFFICIAL MINUTES FOR THE  
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT  
May 24, 2022 REGULAR BOARD MEETING & BUDGET AND RATE HEARING**

Chair, Dave Moore called the meeting to order at 5:02 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

Note: There is still 1 vacant seat on the Board

Also in attendance from Management– Sarah Hrabina; Bob Hanus & new hire Joe Thompson

Public: Ernest Irwin

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

**Agenda Item #3 Board Member Reports**

Jeremy Brueckner commented he was pleased the new liquid chlorine appears to continue to work well

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

**Agenda Item #4 Approval of 4/28/22 Regular Board Meeting**

The April 28, 2022 Regular Board Meeting minutes were reviewed and Jeremy Brueckner moved to accept the minutes as written. Jed Carter seconded the motion and upon vote, the April 28, 2022 Regular Board Meeting were approved unanimously.

**Agenda Item #5 Approval of Treasurer's Financial Report as of 4/30/22**

Treasurer Dorothy Moore presented a recap of the 4/30/2022 Financial Management Report:

<b>Account</b>	<b>Beginning</b>	<b>Ending</b>	<b>Change</b>
General Fund	\$ 73,075.11	\$ 88,997.86	\$ 15,922.75+
Security Deposits	\$ 47,085.00	\$ 47,085.00	\$ -0-
Impact/Capital Fund	\$ 131,138.91	\$ 143,767.41	\$ 12,628.50+
Arsenic Sinking Fund	\$ 89,634.20	\$ 94,634.20	\$ 5,000.00+
Recap/Bank of the West	\$ 33,076.88	\$ 22,663.26	\$ 10,413.62-
<b>Account Totals =</b>	<b>\$ 374,010.10</b>	<b>\$ 397,147.73</b>	<b>\$ 23,137.63+</b>

Cash Management	Deposits	\$ 62,138.22
GJ Adjustments:		
Merchant Service Fees		\$ (159.47)
Less: Monthly Scanner Fee		\$ (45.00)
Less: Reverse prev GJ	To void prev GJ for replacement ck	\$ (19.60)
Cash Management	Deductions/checks	\$ (38,776.52)
	<b>Net Gain/(Loss)</b>	<b>\$ 23,137.63</b>

April billing totaled \$44,455.03. Water consumption for the month was reported at 4,632,000 gals. compared to 3,693,000 gals. for the previous month. The April 2021 comparison was 4,588,000 gals. Total gallons billed for the fiscal year-to-date 2021/22 was 46,161,000 gallons (10 mos.) with comparison to previous fiscal year-to-date 2020/21 of 47,218,000 gallons. The financials include Quick Books invoices #3014 to #3028 and In-Hance Audits #19,789 through #19,866 with the accounts receivable in both In-Hance and Quick Books balancing at \$27,995.74

Seventeen (17) transactions were posted; 9 debit & 8 credit card payments this month. Total \$3,052.12 Batches 16 thru 25

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 April for \$2,500; Audit #19,830 a/c#811 with an additional \$5,200 for the main line extension for this meter. Another new account paid \$13,000 towards connection cost, but not completed to date.

**Agenda Item #5 Approval of Treasurer's Financial Report as of 4/30/22 (con't)**

Monthly General Journal Entries for approval were attached.

Respectfully submitted by Sarah J. Hrabina, Management and approved by Dorothy Moore, Treasurer. Jed Carter moved to accept the April Financial Report as presented and Dave Moore seconded the motion. Upon vote, the motion carried unanimously.

**TIME: 5:15 PM The Chair indicated next on the agenda would be the Public Budget & Rate Hearing**

**Agenda Item #7 Public Budget and Rate Hearing**

The Chair noted there was no one present from the Public and, therefore, closed the floor for public participation. He stated the proposed budget had been presented by the Budget Committee last month and the rates were reviewed. After additional review, Jed Carter moved to approve the 2022-23 Budget and rate increases as presented effective 7/1/2022. Jeremy Brueckner seconded the motion. Upon vote the 2022-23 Budget and Rate increases were approved unanimously.

Returning to...

**Agenda Item #6 Operations Report for Approval as of 05/20/2022**

Bob Hanus provided a recap of his Operations Report submitted to the Board with 25 work orders completed. Work orders completed included turn-ons, turn-offs, new service, replacement of meters or auto-reads, main line breaks, well/booster site work, final reads/re-reads & customer service provided. 23 Blue Stakes were received; and Pink Slips jumped up to 82 for past due accounts. Water Quality reported good; with monthly bac-t samples negative. It was reported water levels dropped again, but not as much as the previous month.

Date	B John 1		B John 2		Oasis 1		Oasis 2		GOA 1		GOA 2	
	WL	DRW	WL	DRW	WL	DRW	WL	DRW	WL	DRW	WL	DWR
5/20	27'7"	30'0"	29'8"	31'5"	29'8"	32'4"	30'0"	31'5"	26'8"	29'3"	28'5"	32'5"

Bob reported he is still waiting on the APS approval for the electric meter pedestal for the GOA site. Bob reported he is working with NCS (Engineer) to obtain a Technical Assistance Grant to assess the entire system infrastructure.

It was also reported ADWR (AZ Dept of Water Resources) approved the Notice of Intent to Drill at Big John. Management conducted pressure tests at 32110 Maggie Mine & the spot checks showed psi readings of 24 to 29 psi.

Management indicated potential meter issues with an estimated 80% of our meters being beyond their life expectancy. 100 in particular may be nonfunctioning or recording at a greatly reduced rate.

GOA#3 still not online waiting for final ADEQ approval.

Additional discussion followed with the Board on the above topics the Chair most concerned with GOA#3 and the fact there continues to always be "needing one more thing". He asked to be copied on all email correspondence. The Chair moved to approve the operations report as presented and Jed Carter seconded the motion. Upon vote, the 5/20/2022 Operations Report was approved unanimously.

**Agenda Item #8 Consumer Confidence Report**

The Chair opened the discussion noting the annual report includes both the report and a letter. Bob Hanus stated he submitted the water quality data to ADEQ for review and approved. Report is due to customer base by June 30<sup>th</sup>. Jed Carter moved to accept the Consumer Confidence Report and letter as presented and Jeremy Brueckner seconded the motion. Vote of approval unanimous.

**Agenda Item #9 Technical Assessment of Infrastructure (Including 2024 Lead)**

Bob Hanus reported working with the engineer, NCS to acquire the technical assessment of the system. They would look at all pumps, motors, controls and all the pipes in the ground for the entire distribution system. What is critical is the 2024 Lead Rule which includes service lines to customers' homes. They would also be looking for galvanized pipes with the next step to remove any and all galvanized pipe from our system. The first step would be to inventory and identify all the pipes in the distribution system. NCS can help us with that through a paid in full WIFA grant. The EPA is driving this through ADEQ as part of the Safe Water Drinking Act. Additional discussion followed including Jed Carter inquiring about existing records. Questions were also discussed regarding the service lines and how the new rule could include the (private/customer) service line after the meter. It was noted additional review and clarification was needed. Final discussion included the impact the new EPA rule would have on all water companies and providers, especially the small providers such as the District.  
Information Only; No Board Action Taken

**Agenda Item #10 New Well Construction/ADEQ Permitting APN 502-07-011C Update**

Bob Hanus reported ADWR (AZ Dept of Water Resources) approved the Notice of Intent to Drill and the survey was expected to be done in the upcoming week. The 22 hrs. of pressure testing Management conducted at 32110 Maggie Mine showed psi readings of 24 to 29 psi. To investigate further, Management asked permission to purchase a Dixon Data Logger to test for a full week. The cost approximately \$600 +sales tax. After additional discussion, Jed Carter moved to approve the purchase of the data logger at a cost not to exceed \$800. The motion was seconded by Jeremy Brueckner and upon vote passed unanimously.

**Agenda Item #11 Water Meter Failures and Longevity Replacements Project**

As discussed in the Operations Report, the age and accuracy of old meters was discussed. Management will collect additional data after the next reading/billing cycle.  
Informational Only; No Board Action Required or Taken

**Agenda Item #12 Drought Emergency Plan Review and Level 3 Implementation**

After discussion regarding the well depths continuing to drop, Management's recommendation to the Board was to go from Level 2 to Level 3. Reviewing the Level 3 data, no filling of swimming pools should be added. Dave Moore moved to implement the Level 3 Drought Notice, including the amendment of no filling of swimming pools. The motion was seconded by Jeremy Brueckner and upon vote approved unanimously.

**Agenda Item #13 Big John #2 Lease Agreement**

The Chair indicated the information was provided last minute and felt the Board was not provided adequate time to review the confidential information. The Chair **TABLED** the discussion, noting a possible special meeting would be necessary in June to discuss and consider.

**Agenda Item #14 Election Notice**

Call of Election Notice was announced for the upcoming Yavapai County General Election November 8, 22. The Water District Election will be for two (2) expiring positions on the Board with the new terms beginning 1/1/2023 and expiring 12/31/2026. Qualified candidates must obtain a Candidates Packet and register with Yavapai County elections. After registering, Candidates may begin circulating petitions. Petitions can be filed no sooner than June 11<sup>th</sup> and no later than July 11<sup>th</sup> with the Yavapai County Elections Dept.

Informational Only; No Board Action Required or Taken

**Agenda Item #15 Pubic Call**

Ernest Irwin, in attendance, introduced himself giving some background information about himself. The reason for appearing was to appeal to the Board for special consideration regarding reinstating water service to his property at 34360 Vladimir St. at a reduced rate.

**Agenda Item #15 Pubic Call (con't)**

Being addressed in Public Call, no Board action can be taken but may be addressed at a future Board meeting.

(NOTE: Meter removed 2014; Mr. Irwin acquired 2016 and at that time chose not to re-instate service.)

With no further business to come before the Board, the Chair adjourned the meeting at 6:37 PM  
The next Regular Boarding Meeting will be July 26, 2022 (No regular Board meeting in June)

**Certification:**

I, Sarah J. Hrabina, certify that the Agenda for the May 24, 2022 Regular Board and Public Budget and Rate Hearing Meeting was publicly posted at the Black Canyon City Post Office Bulletin Board, on May 19, 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 06/20/2022.  
A full recording is available

Attachment:

Approved Budget;

Approved Rate Increases

# Approved 2022-2023 Budget/Rate Increases

## Approved 2022-2023 Budget

Income:

Water Sales	\$ 406,540
Capital Imp Inc	113,000
All Other Inc	<u>29,460</u>
Total Income	\$ 549,000

Reserves	<u>380,625</u>
Total	929,625

Expenses:

Ordinary	\$ 356,910
Depreciation	162,800
Projects (t/b/d)	266,000
Arsenic Media (1 site)	50,000
O&M Contingency	<u>93,915</u>
Total	929,625

The following **rates** have been approved by Board action effective July 1, 2022:

Base Rate: Currently per mo/per customer	Increase	New Amt
\$21.00	+\$4.00	\$25.00

Other rates:

Fire Dept	
Fire Hydrant Maint \$68.00 per mo	increase to \$100 per mo

	Current	New
Certification	\$25	\$50
Meter Fee	\$350	\$500
Installation Fee	\$275	\$350
Application Fee	\$75	\$100
Turn ON/OFF (ea)	\$25	\$50

Security Deposits (New)

Current residential rate	\$50	increase to \$100
Rental	\$100	“ \$125

3% Late Fee- applied after the 15<sup>th</sup> if not paid; Increase to 5%