

**OFFICIAL MINUTES FOR THE
BLACK CANYON CITY WATER IMPROVEMENT DISTRICT
Oct 24, 2023 REGULAR BOARD MEETING**

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;

Attending telephonically: Jeremy Brueckner, Member-at-large & Jed Carter, Vice Chair/Acting-Secretary

Also in attendance from Management– Bob Hanus, Operations

Sarah Hrabina, Office Management

The Chair welcomed the Public: Eva Berst, Elaine Clayton, Cindy Malandro, Jeri Coslett-Muirhead, Tom Strizak & Greg Watts

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

Agenda Item #3 Board Member Reports

The Chair called upon Jeremy Brueckner who reported the water truck traffic continues but seems less

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

He also mentioned the open position available for transcribing Board minutes.

He commented on the letter received from Representative Selina Bliss and a response was sent in return.

He displayed the newly purchased MP3-player and indicated meeting recordings are now available to listen to in the office.

Agenda Item #4 Approval of 9/26/23 Regular Board Meeting Minutes

After review of the Sept. 26, 2023 Regular Board Meeting minutes provided in the Board packets, Dave Moore moved to approve the minutes as written. The motion was seconded by Jeremy Brueckner & upon vote the Sept. 26, 2023 minutes passed unanimously.

Agenda Item #5 Treasurer’s Financial Report for Approval as of 9/30/23

Dorothy Moore provided a recap of the Sept 30, 2023 Financial Report for approval

Account	Beginning	Ending	Change
General Fund	\$ 100,403.51	\$ 99,003.57	\$ 1,399.94 -
Security Deposits	\$ 50,490.00	\$ 50,540.00	\$ 50.00+
Impact/Capital Fund	\$ 314,051.30	\$ 325,632.13	\$ 11,580.83+
Arsenic Sinking Fund	\$ 97,308.10	\$ 100,097.38	\$ 2,789.28+
Recap/Bank of the West	\$ 24,806.20	\$ 24,709.69	\$ 96.51-
Account Totals	\$ 587,059.11	\$ 599,982.77	\$ 12,923.66+

Cash Management	Deposits/Cash Receipts Report	\$ 50,277.84
GJ Adjustments:		
PLUS: 9/23 deposit	BofW correction Audit#21,179 made 10/14	\$ 100.00
Less: BofW	Merchant Service Fees	\$ (382.12)
BofW	Monthly Scanner Fee	\$ (45.00)
BofW	Returned ck	\$ (103.47)
Cash Management	Check Disbursement Report	\$ (36,923.59)
	Net Gain/(Loss)	\$ 12,923.66

Sept billing totaled \$54,149.85. Water consumption for the month was reported at 5,444,000 gals.

compared to 5,708,000 gals. the previous month. The Sept 2022 comparison was 5,380,000 gals.

Total gallons billed for the fiscal yr. 2023/24 to date is 16,639,000 gallons (3 mo.) with comparison to

previous fiscal year 2022/23 of 17,027,000 gallons. The financials include Quick Books invoices #3376 to

#3398 and In-Hance Audits #21,134 through #21,204 with the accounts receivable in both In-Hance and

Quick Books balancing at \$42,481.06 Credit & Debit Card Payments: One Hundred-Four (104)

transactions were processed; 58 debits & 46 credit card payments for a total \$8,896.09.

Batches 340 thru 360

2023-10-24 Regular Board Meeting Minutes

Agenda Item #5 Treasurer’s Financial Report for Approval as of 09/30/23 (con’t)

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 was posted in Sept.

Monthly General Journal Entries were attached for approval

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

After the review, Jeremy Brueckner moved to accept the September 30, 2023 Financial Report as submitted. A second was made by Chair Dave Moore and upon vote the September 30, 2023 Financial Report was approved unanimously.

Agenda Item #6 Operations Report for Approval as of 10/20/2023

Operator Bob Hanus provided a recap of his Operations Report submitted to the Board with 34 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, water pressure/condition issues & customer service provided. Blue Stakes 86; 49 Pink Slips were sent out Water Quality reports were good; Monthly bac-t samples negative; Under the Map Testing Program, the state sampled and reported on the PFOA’s and there was a lengthy discussion regarding these “forever” chemicals. The good news, the tests were basically non-detects at the three sites. Well Stats are steady, it was reported; made it through the summer.

Date	B John 1		xxxxxxx	Oasis 1		Oasis 2		GOA 2		GOA 3	
	WL	DRW		WL	DRW	WL	DRW	WL	DR’’W	WL	DWR
10/9/23	19’4’’	22’2’’		21’5’’	off	21’7’’	23’8’’	19’3’’	Off	19’8’’	Off
10/3/23	19’3’’	22’4’’		21’3’’	23’4’’	21’4’’	off	19’2’’	21’1’’	19’7’’	22’2’’

After some additional questions from Board members and final discussion, Dave Moore moved to accept the Operations Report as of 10/20/23 and Jed Carter seconded the motion. Upon vote the motion to approve the Operations Report was approved unanimously.

Agenda Item #7 Discussion and Possible Approval of the “Water Angel” Program

The Chair opened the discussion noting previously discussed setting up a committee of three (3) to evaluate. He indicated Sarah (Hrabina/Office Management) plus two (2) non-Board Members. It was discussed only customer account #'s would be used; no names or addresses. Additional discussion included applications be provided. The Chair indicated he would work on a draft outline and the matter was TABLED with no Board action taken at this time.

Agenda Item #8 Customer Complaint Account#2027 Jeri Coslett-Muirhead

The Chair gave the floor to Jeri Coslett-Muirhead to provide a recap of the water damage event.

Jeri had sent a certified letter to the District & a copy of the letter had been provided to all Board members in their Board Packet. Jeri indicated Sarah (Hrabina/Office Management) had sent her an email regarding the District’s insurance and she has submitted a claim (Claim#1611098).

She indicated the meter had not been read for some time and around October 1st she went down in the basement and found standing water causing personal property damage. They started to tear down the ceiling to discover the leak was from the dishwasher to the sink. Normally such a leak would flood the kitchen floor but because her kitchen is above the basement it leaked down causing a massive amount of damage, black mold and also discovered rat nests and structural damage to the kitchen. She added she cannot file a personal (homeowners) insurance claim because it was a leak not a busted pipe. She respectfully asks for a payment plan for the hefty water bill she is expecting.

There was additional discussion between Board and Jeri but NO Board action was taken; awaiting the investigation and determination of the insurance adjustor.

Agenda Item #9 Letter-of-Intent for Board Position

The Chair opened the discussion, calling in Randy Hrabina to attend telephonically. The Chair read the letter submitted for consideration to serve on the Board, noting he resides in Black Canyon City and is a registered voter. His 22 years as Operation's Manager for the District speaks for itself and he indicated he always had the best interest of the District in mind. To eliminate any concerns being married to Sarah (Hrabina/Officer Manager) he indicated he would recuse himself from voting on any matters related to American Country Homes and her position. It was also addressed he would NOT be a signer on any of the bank accounts. He acknowledged his respect for the current Board and is pleased with the new Field/Operations Management being provided by Bob Hanus and Western Environmental Technologies, Inc. He would consider it an honor to continue to serve the District as a Board member.

Agenda Item #9 Letter-of-Intent for Board Position (con't)

Following discussion between Board members and Randy the Chair moved to approve appointing Randy Hrabina to the open seat on the Board (term expires 2024). Jed Carter seconded the motion and upon vote the Board unanimously approved appointing Randy Hrabina to the Board; the Chair administered the Oath of Office and Randy Hrabina was welcomed to the Board.

Agenda Item #10 Bank of the West now BMO- Authorized Signers

The Chair called upon Sarah Hrabina who indicated Bank of the West is now BMO and new signature cards need to be signed. As part of that, the minutes need to be submitted to the bank. Authorized signers will be: David E Moore, Sr./Chair; Dorothy Moore/Treasurer
Jed Carter/Vice Chair and Jeremy Brueckner/Member-at-Large
On motion by Dave Moore, seconded by Jeremy Brueckner the authorized signers were approved.

Agenda Item #11 Customer Notification Meter Removal a/c#799

The Chair called upon Sarah (Hrabina/Office Manager) to open the discussion. Sarah indicated the account is a vacant lot and has been on Standby. Customer had sent a letter some time ago indicating her no longer wanted to pay the monthly standby fee. She indicated she spoke with him about the consequences and also sent out the form letter requesting the meter be removed and acknowledging the impact fee would have to be paid in the future to reinstate service. Because the form letter was never signed and returned, Management was asking if the certified 30-Day Notice should be sent before removing the meter. After Board discussion, Dave Moore moved to have the 30-Day Notice be sent certified mail to customer. The motion was seconded by Jed Carter and upon vote was approved.

Agenda Item #12 Call to the Public

The Chair addressed the Public outlining the public call procedures.

Greg Watts was given the floor and inquired about the forever chemicals discussed in the Operations Report wanting to know if it included pharmaceuticals and Bob Hanus indicated it did not.

He made a few comments/suggestions regarding the Water Angel Program. He indicated the new board position, he didn't hear which position (Secretary) and indicated concerns about nepotism being raised in the past.

Elaine Clayton was given the floor & she indicated she would like it put on an agenda Board members be required to attend in person, stating she finds it incredibly ineffective and unprofessional (to attend telephonically). She questioned how they get the information when not in attendance.

She also questioned the increase in re-reads.

She expressed adamantly opposition to a family member being appointed to the Board noting she feels it to be a serious conflict of interest and nepotism is offensive and getting deeper.

With no other business to come before the Board, the meeting was adjourned at 6:10 PM
The next Regular Board Meeting will be Nov. 28, 2023

Certification:

I, Sarah J. Hrabina certify that the Agenda for the **Oct. 24, 2023** Regular Board Meeting was publicly posted at the Water District Office and Post Office on **Oct. 21, 2023**, on or before 4:30 PM.

Sarah J. Hrabina

Sarah J. Hrabina

ATTESTED:

I, David E. Moore, Sr., Chair 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,

David E. Moore, Sr.

Chair

Transcription of the minutes was completed by Sarah Hrabina on 11/9/2023
A full recording is available