

**Rand Communities Water District  
Regular Board Meeting**

Date/Time: Wednesday, November 13, 2019 at 7:00 PM  
Place: Rand Communities Water District Office  
501 Comstock Avenue, Johannesburg, California

**DRAFT MINUTES**  
*Prepared from audio of entire meeting.*

Call to Order. The meeting was called to order at 7:00 PM by President Cliff Kennedy.

The Pledge of Allegiance was recited.

Roll Call. Present were: President Cliff Kennedy, Directors Tom Williams, Ghulam Din and William Liebscher. Absent were: VP Ernest Napolis (with advance notice to Board President), Secretary Carrie Hoerauf (with advance notice to Board President and Office Manager). Also present were: General Manager Greg Thompson, Office Manager Debbie Jones, and members of the public.

Adopt Agenda. The agenda was adopted as written. (Motion by Director Williams, second by Director Din; 4 ayes, 0 nays, 1 absent (Napolis)).

Communications from the Public. Members of the public were heard. Topics included theft (or non-theft) from water towers, driving speed on company vehicles, notification regarding planned water shutoffs during repairs.

Correspondence. No correspondence was reviewed.

Approve Minutes of September 11, 2019 Regular Board Meeting and October 9, 2019 Regular Board Meeting. A motion was made to approve minutes of September 11, 2019 and October 9, 2019 meeting, as is. (Motion by Williams, no second.) This item was tabled.

General Manager's Report. Reports were read covering time frames 9/11/19-10/8/19 and 10-10/19-11/13/19 with review of documents attached.

General Manager's Needs Report. The Board approved the purchase of a booster pump from the depreciation account. (Motion by Din, seconded by Liebscher; 4 ayes, 0 nays, 1 absent: Napolis).

Bills paid. Checks were signed in payment of bills.

Low income water rates. General discussion took place but there was no motion on this topic.

Budget for FY 2019/20 – review revisions made. After discussion and making revisions, the Board voted to adopt the agenda as amended. (Motion by Din, second by Williams; 4 ayes, 0 nays, 1 absent: Napolis.) GM Thompson to provide revised version at next meeting.

Employee Manual. The manual is being worked on.

Updates: Grant, Audit, and Grand Jury.

Grant: Cliff Kennedy reported that Jeff Nelson has moved on, there are two new employees who have been talking with Paul Rodriguez. The holdup is from Southern California Edison – their Environmental Department. Cliff and Debbie Jones met with Cindy Cook of California Rural Water recently who is working on whether the right of way has been approved or not, and several other issues.

Audit: Debbie Jones reported that the Financial Statements should be done Monday or Tuesday. They want to review a draft with the Board.

Grand Jury: Debbie Jones reported that in response to an email inquiry, the Grand Jury had replied as follows: *“The Special Districts Committee has received your email and will contact you if we have further questions.”*

Resolution for contact name on Grant. The Resolution was approved by the Board changing the contact name to Board President. This document was drafted by Cindy Cook of California Rural Water. (Motion by Williams, second by Liebscher, 4 ayes, 0 nays, 1 absent: Napolis).

Proposed purchase of laptop computer for office. The Board approved the purchase of a laptop computer under \$800 (Motion by Din, second by Williams; 4 ayes, 0 nays, 1 absent: Napolis). This will be used by the Office Manager and will replace a laptop that was donated but is being reclaimed by the person who originally made the donation.

Clarification of Board and Employee supervision, time card approval/payroll. After discussion, Williams made a motion to table this topic, seconded by Kennedy. Ayes 2: Williams, Kennedy. Nays: Din, Liebscher. Absent: Napolis. A member of the public (Steve Jones) noted that the meeting was out of order after a yelling match occurred at the Board table.

GM Performance Evaluation Preparation: Collection of Forms. No additional forms were collected.

Future agenda items. The next Regular Board meeting is December 11, 2019. Transparency (financial, reporting). Board Secretary, district policies/procedures.

Near the end of the meeting, discussion took place regarding granting bank account access to the District Attorney/Grand Jury. No decision was reached, no action was taken.

Adjournment. The meeting was adjourned at 9:37 PM. (Motion by Williams, 4 ayes, 0 nays, 1 absent: Napolis).

ATTEST:

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Carrie Hoerauf, Board Secretary  
RCWD Board of Directors

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