

Rand Communities Water District Regular Board Meeting

Date/Time: Wednesday, March 13, 2019 at 7:00 PM

Place: Rand Communities Water District Office
501 Comstock Avenue, Johannesburg, California

DRAFT MINUTES

Call to Order. The meeting was called to order by President Cliff Kennedy at 7:00 pm. The Pledge of Allegiance was recited. Roll call was taken. Present were President Cliff Kennedy, Vice President Ernest Napolis, Directors Tom William, Ghulam Din, and Will Liebscher. Also present: Secretary Carrie Hoerauf, Office Manager Debbie Jones, and members of the public.

Adopt Agenda. The agenda was adopted as posted and distributed (motion by VP Napolis, second by Director Williams; all ayes).

Communications from the Public. Nikki Goldfinch was heard on the topic of when the issue of water theft will be addressed.

Correspondence. See General Manager's report which includes correspondence.

Approve minutes from February 27, 2019. The minutes of February 27, 2019 were approved as written (motion by VP Napolis, second by Director Williams; 4 ayes, 1 nay: Liebscher).

General Manager's Report (included below).

All of the recommendations by the Grand Jury concerning the booster enclosures and wells have been addressed. All of the safety equipment has been ordered. The boosters have been greased and the packing checked and/or adjusted.

I have been unable to find any maintenance schedules or records. Many of our valves are breaking when we try to shut water off indicating they have not been exercised regularly. We will begin exercising all valves on a regular schedule, which means we will probably have a lot of leaks or valves to replace. In addition, the boosters henceforth will be greased once a month and packing checked.

The boosters seem to be somewhat out of alignment and I will be doing that soon. The Clay Valves are in the shop, however the shop is in pathetic shape. I do not know what was there, if anything, but I am hard pressed to find even a Taiwanese crescent wrench. At the very least a decent set of basic hand tools will have to be purchased. There are some decent power tools and the truck has adequate tools for repairing leaks. I want to restore the Clay Valves to the boosters, however if they are not working properly they are worse than nothing, so I will have to rebuild them.

One of the previous Managers made an agreement with North Wind for temporary, commercial water service at too low of a price (.01 cent at the well and .02 cent at the Hydrant. This should have been .025 cents at least at the well. Since it was a written agreement, I informed North Wind we would honor the agreement until June when it expires, but that it would be at least .025 at the well and probably more at the hydrant after that. Drawing large amounts of water from the hydrant is putting a lot of unnecessary wear and strain on our transmission line and pumps. In addition, the cone of depression from producing at Well #1 is probably drawing contaminants into Well #2.

I confirmed that RCWD owns well #4 and we went down and looked it over. It is a fully functional producing well with 2 Cat 3306 Diesel engines, a 4000 gal. Fuel tank, and booster pump. A gentleman guards it from vandalism and uses it for his own water. I would like to put North Wind on well #4 as the cone of depression from producing does not affect our well #2 and pumping from well #4 puts no wear or strain on our system. There is little incentive however before June on their (North Wind) side since they are already getting water from well #1 at .01 and .02 from town.

We have many delinquent accounts and many no pay accounts. We are going to start sending out lock off notices after 60 days delinquent unless arrangements are made to pay at least the current due and \$25.00 additional on delinquent amounts.

The YTD Profit and Loss shows we are slightly over budget but it is not as bad as it looks because we still have a full quarter of income to go.

A flatbed trailer was stolen from RCWD on the 7th of March.

We still need an audit of FY 17-18. Apparently nobody wants to touch it because of all the trouble the district has had. The Office Manager found one company (Fedak & Brown LLP, CPA who will do it. **Attached to this report is a notice from the California State Controller that needs attention.**

The State Water Resources Control Board wants a Water Quality Emergency Notification Plan. If there are any Board members or members of the public who wish to be listed as available participants in implementing the emergency plan you can notify the Office Manager or Board Secretary with contact information.

General Manager's Needs Report. The Board gave permission for purchase of tools needed at present time, including torches.

Report on delinquent accounts / shut off policy. During the last month, three accounts were locked off, one account made payment arrangements, and two accounts made partial payments.

Compensation for D1. The Board approved additional compensation for Garrison Miles Clair whose D1 certification has enabled RCWD to be in regulatory compliance since December 2018. A one-time bonus of \$500 was approved as well as an hourly increase of \$1 per hour effective the next pay period. (Motion by VP Napolis, second by Director Williams; 3 ayes: Kennedy, Napolis, Williams, 2 nays: Din, Liebscher.) The

Board was clear that this was a special situation -- NOT setting a precedent for an automatic increase for any employee who acquires a D1.

Follow ups: booster cost is approximately \$25,000; inventory creation and upkeep is an ongoing project; detailed time cards are being kept and approved by GM; bonding is pending but may be denied; Judge/Grand Jury response letter was submitted 2/28/19. Grant project update: Southern California Edison requires \$40,000 up front to put in power lines. RCWD has not begun drawing on grant funds. President Kennedy to investigate further.

Bills paid. Invoices were submitted with checks for Board signatures.

Approve CPA for audit of FY 2017/18 Financial Statement. Approval was granted to use Fedak & Brown, LLP for audit (motion by VP Napolis, second by Director Williams; all ayes). Office Manager Debbie Jones to make arrangements.

Closed Session/Open Session, Employee Review (Govt. Code 54597(b)(1). Title: Office Manager. This agenda item was listed in error. No closed session was held.

Future agenda items. Next meeting April 10, 2019. Agenda to include Bylaws revision (section related to General Manager hiring and firing employees subject to Board approval), delinquent accounts (will be included in General Manager's report), water theft.

Adjournment. The meeting was adjourned at 8:29 pm (motion by VP Napolis, second by Director Williams; all ayes).

ATTEST:

Carrie Hoerauf, Secretary
RCWD Board of Directors

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