

**CLEARLAKE OAKS COUNTY WATER DISTRICT
MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
& RATES PUBLIC FORUM**

Clearlake Oaks County Water District Administration Building
12952 E. Hwy. 20 Clearlake Oaks, CA 95423 (707) 998-3322

REQUEST FOR DISABILITY RELATED MODIFICATION OR ACCOMMODATION: A request for a disability related modification or accommodation necessary to participate in a Board of Directors or Committee meeting should be made in writing to the Secretary of the Board at least 48 hours prior to the meeting.

Agendas and supporting documents for regular public meetings are available for public inspection at the Clearlake Oaks County Water District Administration building 72 hours prior to the meeting.

April 16, 2015

This meeting will be recorded for transcription purposes only.

Call to Order – 4:04 p.m.

Pledge of Allegiance

Board of Directors and Staff Roll Call

√ Ms. Iris Hudson, President √ Mr. Richard Kuehn, Vice-President
√ Mrs. Judy Heeszal, Director Ms. Dena Barron, Director, absent at roll call, arrived at 4:08
√ Mr. Robert Kiser, Director

√ Mr. Matt Bassett – General Manager □ Vacant - Operations Manager
Mrs. Dianna Mann - Secretary to the Board, absent at roll call, arrived at 4:10 p.m.

Public comment on non-agenda items

Members of the public may address the legislative body, for up to three minutes on any item of interest to the public that is within the subject matter jurisdiction of the legislative body. No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights.

Consideration of items not appearing on the posted agenda, if necessary, requires the following Board action prior to consideration: (1) A determination by a majority vote of the Board that an emergency situation exists (as defined in Section 54956.5 of the Brown Act); or (2) A determination by a two-thirds vote of the legislative body or if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.

1. (1:34:10) Staff Written Operational Reports.

- a. Grants
- b. Customer Service
- c. Wastewater Plant Operator
- d. Waste Treatment Plant Operator
- e. Operations Manager (interim)
- f. General Manager

2. Financial Reports (for review/approval):

- a. March 2015 QB balance sheet and profit & loss statements
- b. Bank balance, accounts receivable, vendor payments, and LAIF balance
- c. Employee payroll report
- d. Aged trial balance summary
- e. Vendor aging report

Action Taken: (1:41:10) Motion made to approve reports and financials as presented

Heeszal/ Kiser M/S/C

Ayes: Hudson/Kuehn/Heeszal/Kiser

Noes: None

Absent: Barron

3. (1:41:36) Minutes of previous meeting for review and approval:

- a. Minutes of March 19, 2015, Regular Meeting.
- b. Minutes of April 07, 2015, Special Meeting

Action Taken: (1:41:48) Motion to accept as presented

Kuehn/Heeszal M/S/C

Ayes: Hudson/Kuehn/Heeszal/Kiser

Noes: None

Absent: Barron

4. Agenda. (Old Business):

- a. **(1:42:10)** Discussion and consideration to move forward with hiring out for leak detection. First estimate: American Leak Detection is \$1,350.00 per day plus expenses of lodging and mileage. Second estimate: Utility Services Associates is \$8,996 including expenses, taking seven days to complete

Action Taken: (1:47:10) Motion to award bid to Utility Services

Heeszal/Kuehn M/S/C

Ayes: Hudson/Kuehn/Heeszal/Kiser

Noes: None

Absent: Barron

5. Agenda. (New Business):

- a. **(1:07:30)** First reading and adoption of Ordinance No. 81, to amend and supersede Water and Sewer Rate Ordinance(s) No. 73, 74, and 75

This item was moved to No. 1 on the Agenda

Action Taken: (1:06:40) Motion to accept the adoption of Ordinance No. 81

Kuehn/Barron M/S/C

Ayes: Hudson/Kuehn/Heeszal/Barron/Kiser

Noes: None

Director Barron excused herself and left meeting at 5:15 p.m.

Five minute recess was called at 5:20 p.m.

Meeting back in session at 5:36 p.m.

- b. **(1:48:10)** Discussion and consideration to accept the \$1,000.00 received from Orchard Shore Homeowners Association. This is a partial refund of money paid by the District in the past to upgrade Orchard Shores Road, since it was being used by the District's vehicles

Action Taken: (1:49:15) Motion to accept

Kuehn/Heeszel M/S/C

Ayes: Hudson/Kuehn/Heeszel/Kiser

Noes: None

Absent: Barron

- c. **(1:49:45)** Discussion and consideration on Resolution No. 15-04 authorizes the General Manager to legally represent the District in dealing with the SWRCB, if and when the District is to accept a contract for storage tanks replacement

- d. Discussion and consideration on Resolution No. 15-05 authorizes the General Manager to legally represent the District in dealing with the SWRCB, if and when the District is to accept a contract for water system mapping, modeling, leak detection and deficiency evaluation

Action Taken: (1:50:36) Motion to accept 5c and 5d collectively

Heeszel/Kiser M/S/C

Ayes: Hudson/Kuehn/Heeszel/Kiser

Noes: None

Absent: Barron

- e. **(1:51:19)** Discussion and consideration for paying MC Engineering's Invoice #1230, dated 3/31/2015, in the amount of \$74,064.12 for the work through 3/31/2015, on the \$381K Collection Study (Inflow & Infiltration)

Action Taken: (1:49:15) Motion to pay

Kuehn/Heeszel M/S/C

Ayes: Hudson/Kuehn/Heeszel/Kiser

Noes: None

Absent: Barron

Directors and Committee's Reports and Comments: None

Adjournment

Time: 5:58 p.m.

SIGNED:


Iris R. Hudson, President

ATTESTED TO:


Richard Kuehn, Vice President