

**CLEARLAKE OAKS COUNTY WATER DISTRICT
MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
AND 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.

May 21, 2015

This meeting will be recorded for transcription purposes only.

Call to Order – 4:03 p.m.

Pledge of Allegiance

Board of Directors and Staff Roll Call

- √ Ms. Iris Hudson, President Mr. Richard Kuehn, Vice-President - Absent
- √ Mrs. Judy Heeszal, Director √ Ms. Dena Barron, Director √ Mr. Robert Kiser, Director

- √ Mr. Matt Bassett – General Manager Vacant - Operations Manager
- √ Mrs. Dianna Mann - Secretary to the Board

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. (2:28) 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. April 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: (18:00) Motion to accept reports as presented
BARRON/HEESZEL M/S/C
AYES: HUDSON/HEESZEL/BARRON/KISER
NOES: NONE
ABSENT: KUEHN

3. (18:45) Minutes of previous meeting for review and approval:

- a. Minutes of April 16, 2015, Regular Meeting.
- b. Minutes of April 24, 2015, Special Meeting
- c. Minutes of May 07, 2015, Special Meeting
- d. Minutes of May 13, 2015, Special Meeting

Action Taken: (19:40) Motion to approve as presented
HEESZEL/BARRON M/S/C
AYES: HUDSON/HEESZEL/BARRON/KISER
NOES: NONE
ABSENT: KUEHN

Agenda. (Old Business)

- e. (20:01) Second and final reading to adopt of Ordinance No. 81, to amend and supersede Water and Sewer Rate Ordinance(s) No. 73, 74, and 75

Action Taken: (21:36) Motion to approve Ordinance No. 81 as modified
BARRON/HEESZEL M/S/C
AYES: HUDSON/HEESZEL/BARRON/KISER
NOES: NONE
ABSENT: KUEHN

- f. (23:10) Discussion and consideration of payment for MC Engineering, Invoice No. 1237, dated 04/30/2015, in the amount \$50,226.87, for the Inflow and Infiltration Study. MC Engineering will be presenting an approximate 20 minute, in person presentation on study findings to this point

Action Taken: (24:17) Motion to pay \$50,226.87
HEESZEL/KISER M/S/C
AYES: HUDSON/HEESZEL/KISER
NOES: BARRON
ABSENT: KUEHN

- g. (25:57) Discussion and review of 2015-2016 Budget in preparation of passing budget in June meeting

Action Taken: (27:27) Carried Forward

- h. (27:34) Review and discussion of draft Policy Pertaining to Service Reduction Inspection

Action Taken: (36:50) Carried Forward

- i. (27:34) Review and discussion of draft Policy Pertaining to Service Connection Forfeit

Action Taken: (36:50) Carried Forward

- j. (27:34) Review and discussion of draft Resolution No. 15-06, Billable Fees

Action Taken: (36:50) Carried Forward

- k. **(27:34)** Review and discussion of draft Resolution No. 15-07, Capital Expansion Fees

Action Taken: (36:50) Carried Forward

4. Agenda (New Business)

- a. **(37:56)** Discussion of recommendations by General Manager for review of job classifications at the District, including but limited to modify, add/eliminate, consolidate, or revise existing positions.

Action Taken: (45:19) No Action

- b. **(45:27)** Discussion and review of Resolution No. 14-15, A Resolution Conforming to the State of California's Required Water Conservation for Non-Urban Water Suppliers, that was passed in the September 18, 2014, Regular Board Meeting confirming compliance with the Spring 2015 Update on Public Law article set forth by Governor Brown

Action Taken: (50:00) No Action

- c. **(50:01)** Discussion and consideration of Draft Resolution 15-08, Requesting the Lake Local Agency Formation Commission to take proceedings for the Annexation between CA 16 and CLOCWD

Action Taken: (50:10) Carried Forward

Directors and Committee's Reports and Comments:

Adjournment

Time: 4:57

SIGNED:


Iris R. Hudson, President

ATTESTED TO:


Richard Kuehn, Vice President