

**CLEARLAKE OAKS COUNTY WATER DISTRICT  
MINUTES  
SPECIAL MEETING OF THE BOARD OF DIRECTORS**

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.

**July 30, 2015**

This meeting will be recorded for transcription purposes only.

**Call to Order – 9:00 a.m.**

**Pledge of Allegiance**

**Board of Directors and Staff Roll Call**

√ Ms. Iris Hudson, President    √ Mr. Richard Kuehn, Vice-President, arrived at 9:02 a.m., and excused himself at 9:34 a.m.

√ Mrs. Judy Heeszal, Director    √ Ms. Dena Barron, Director, arrived at 9:06 a.m.

√ 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. Agenda. (New Business):**

- a. **(1:22)** Discussion and consideration to authorize Engagement Letter from Pehling & Pehling, CPAs, for fiscal year end audit 2015

**Action Taken: (1:38) Motion to accept**

**HEESZEL/KISER M/S/C**

**AYES: HUDSON/KUEHN/HEESZEL/KISER**

**NOES: NONE**

**ABSENT: BARRON**

- b. **(2:45)** Discussion and consideration of Compliance Contract with Adams Ashby Group, LLC for USDA-Waste Water Treatment grant/loan not to exceed \$38,000 without prior approval

**Action Taken: (5:57) Motion to accept**

**KUEHN/HEESZEL M/S/C**

**AYES: HUDSON/KUEHN/HEESZEL/KISER**

**NOES: NONE**

**ABSENT: BARRON**

- c. **(6:12-2)** Discussion and consideration of Easement and Usage Proposed Agreement between Richard Kuehn and the District

**Action Taken: (25:58-2) Motion to accept and forward to County Counsel, and to authorize President of the Board, Iris Hudson to sign on behalf of the Board**

**BARRON/HEESZEL M/S/C**

**AYES: HUDSON/HEESZEL/BARRON/KISER**

**NOES: NONE**

**ABSENT: KUEHN**

- d. **(6:24)** Discussion and consideration of possible funding modifications to the WWTP study grant

**Action Taken: No action**

- e. **(1:39-2)** Discussion and consideration of Sewer and Water Disconnect Policy as part of Customer Forfeit of Services

**Action Taken: Carried forward**

- f. **(8:14)** Review and approval of revised Exhibits B and C (it is proposed to eliminate the second Exhibit B map) for the previously Board approved Resolution 15-08. Res 15-08 Requests Lake Local Agency Formation Commission to Initiate Proceedings for the Annexation between CSA 16 and CLOCWD

**Action Taken: (11:12) Motion to approve with correction**

**KUEHN/BARRON M/S/C**

**AYES: HUDSON/KUEHN/HEESZEL/BARRON/KISER**

**NOES: NONE**

- g. **(11:42)** Discussion and consideration to accept Hydra-Stop's free infield demonstration of their hot tapping valves and equipment system

**Action Taken: (16:59) Consensus of the Board to proceed with demonstration**

**Closed Session**

**Time: 9:18 a.m.**

- a. Discussion and consideration of Interim General Manager position

**Action Taken: Interim General Manager position will be filled by Karl Hosier, working five days per week, four to six hours per day at \$35.00/hr**

**Open Session**


**Time: 9:27 a.m.**

**Directors and Committee's Reports and Comments:**

**Adjournment**

**Time: 9:57 a.m.**

**SIGNED:**

  
Iris R. Hudson, President

**ATTESTED TO:**

  
Richard Kuehn, Vice President