

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: October 20, 2022

Time: 2:00 P.M.

Clearlake Oaks County Water District Administration Building
12952 E. Hwy. 20 Clearlake Oaks, CA 95423

MINUTES

A. CALL TO ORDER

- Pledge of Allegiance
- Roll Call

Mrs. Margaret Medeiros, President, ***ABSENT*** ✓ Mr. Stanley Archacki, Vice President ✓ Mr. Samuel Boucher, Director ✓ Mr. Michael Herman, Director ✓ Mr. James Burton, Director ✓ Mrs. Dianna Mann – General Manager ✓ Mrs. Olivia Mann – Board Secretary

✓ Mr. Francisco Castro, Wastewater ✓ Mr. Kurt Jensen, Water ✓ Mr. Jesse Seth, Distribution

B. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

The public may comment on items not on the agenda within the Board's jurisdiction. Speakers are limited to three (3) minutes each.

C. STAFF REPORTS

1. Administration
2. Interim Chief DC Operator
3. Water Plant Chief
4. Wastewater Plant Chief Operator
5. General Manager

D. CONSENT ITEMS

The Board will be asked to approve all Consent Items at one time without discussion. If any Director, staff, or interested person requests that an item be removed from the Consent Items, it will be considered under New Business.

1. **Financial Reports for review and approval**
 - a. September 2022 QB balance sheet and profit & loss statements
 - b. Bank account balances and accounts receivable
 - c. Employee payroll report
 - d. Aged trial balance summary
 - e. Vendor aging report, accounts payable breakdown
2. **Minutes of previous meeting for review and approval**
 - a. Minutes of Regular Meeting 09/15/2022

3. **Bills**

- a. T & S Construction invoice number 16, dated 9/30/22, in the amount of \$145,920.00 for the USDA Water Improvements Project
- b. T & S Construction Invoice Number 1, dated 10/7/22, in the amount of \$109,326.28 for the Actiflo Pilot Project
- c. MC Engineering invoice number 2256, dated 10/5/2022, in the amount of \$19,600.91 for the USDA Water Improvements Project
- d. CPM invoice number 22054-1, dated 9/7/2022, in the amount of \$8,655.08 for WEG motor for the distribution system.

Action Taken: Motion to approve the consent items.

ARCHACKI/BOUCHER M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

E. NEW BUSINESS

- 1. Discussion and consideration of quotes from CPM for Effluent pump # 2 for Wastewater Treatment Plant

Action Taken: Motion to recondition and rebuild pump #2 for the Wastewater Treatment Plant in the amount of \$41,911.40, to be transferred from CRP Sewer account.

HERMAN/ARCHACKI M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

- 2. Discussion and consideration of possibly purchasing 12555 E. Hwy. 20 from the County. This is the lot directly across from the Water Plant and can be used for future expansion. If interested, the cost of the appraisal or any other related costs will be paid by the District

Action Taken: Motion to have the property located at 12555 E. Highway 20 appraised

ARCHACKI/BOUCHER M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

- 3. Discussion and approval of Agreement No. D2217002 between California State Water Resources Control Board and the District in the amount of \$415,150 for the Actiflo Pilot Project, giving General Manager permission to sign

Action Taken: Motion to approve Agreement No. D2217002 between California State Water Resources Control Board and the District in the amount of \$415,150 for the Actiflo Pilot Project, and give the General Manager permission to sign

BURTON/BOUCHER M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

4. Discussion and consideration of purchasing 4000 gallons of Coagulant 9800 from NTU Technologies in the amount of \$29,406.60 for the Water Treatment Plant

Action Taken: Motion to purchase 4000 gallons of Coagulant 9800 from NTU Technologies in the amount of \$29,406.60 for the Water Treatment Plant

ARCHACKI/BURTON M/S/C

AYES: ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: MEDEIROS

Adjournment

Time: 3:12 PM

SIGNED:


Stanley Archacki, Vice President

ATTESTED TO:


Olivia Mann, Board Secretary

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the above address.

The public may address the Board concerning an agenda item during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments of individual speakers are limited of three minutes per agenda item.

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Clearlake Oaks County Water District Secretary to the Board at 707-998-3322. Requests must be made as early as possible, and at least one full business day before the start of the meeting.