

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: December 15, 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, √ 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. Jeremy Backus, 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. Chief Distribution Operator
3. Water Plant Chief Operator
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. November 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 11/17/2022

3. **Bills**

- a. MC Engineering invoice number 2290, dated 12/5/2022, in the amount of \$8,877.07 for the USDA Water Improvements Project
- b. Veolia invoice number 22001042 RI 05700, dated 11/28/2022, in the amount of \$75,000.00 for the Actiflo Pilot Program
- c. T & S Construction invoice number 17, dated 11/30/2022, in the amount of \$582,746.15 for the USDA Water Improvements Project

Action Taken: Motion to approve the consent items.

HERMAN/BOUCHER M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

E. OLD BUSINESS

- 1. Discussion regarding Rebranding (Renaming) the District

Action Taken: Motion to approve the renaming of Clearlake Oaks County Water District to CLO Water and Wastewater District

BOUCHER/BURTON M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

- 2. Discussion of District Fire Hydrants

Action Taken: NO ACTION

F. NEW BUSINESS

- 1. Administer Oath of Office to Director Archacki and Director Boucher

Action Taken: Administered Oath to Director Archacki and Director Boucher

- 2. Discussion consideration of nominations and elections of Board President and Vice President

Action Taken: Motion to nominate Margaret Medeiros as Board President

ARCHACKI/BURTON M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

Action Taken: Motion to nominate Stanley Archacki as Vice President

BOUCHER/HERMAN M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

3. Discussion of Agenda and Minutes Layout

Action Taken: NO ACTION

Director Burton excused at 3:15 PM

4. Discussion and approval of purchasing 4,000 gallons of 9800 coagulant for the water plant. \$11.14/lb for a total of \$29,409.60

Action Taken: Motion to approve the purchase of 4,000 gallons of 9800 coagulant for the water plant. \$11.14/lb for a total of \$29,409.60

ARCHACKI/HERMAN M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN

NOES: NONE

ABSENT: BURTON

5. Discussion and approval of Resolution 22-12, Authorized Representative for the Drought Resiliency Projects through Department of Water Resources (DWR)

Action Taken: Motion to approve Resolution 22-12, Authorized Representative for the Drought Resiliency Projects through Department of Water Resources (DWR)

ARCHACKI/HERMAN M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN

NOES: BURTON

6. Discussion and approval of Resolution 22-13, amending the District Water Code

Action Taken: Motion to approve Resolution 22-13, amending the District Water Code as revised

HERMAN/ARCHACKI M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN

NOES: NONE

ABSENT: BURTON

7. Discussion and approval of Resolution 22-14, amending the District Sewer Code

Action Taken: Motion to approve Resolution 22-14, amending the District Sewer Code as revised

BOUCHER/ARCHACKI M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN

NOES: NONE

ABSENT: BURTON

Adjournment

Time: 3:46 PM

SIGNED: 
Margaret Medeiros, 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 to 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.