

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: May 16, 2024

Time: 2:00 P.M.

*Clearlake Oaks County Water District - Administration Building
12952 E. Highway 20, Clearlake Oaks, CA 95423*

MINUTES

A. CALL TO ORDER

- Pledge of Allegiance
- Roll Call

√ Mr. Stanley Archacki, President √ Mr. Michael Herman, Vice President √ Mr. Samuel Boucher, Director
√ Mr. James Burton, Director √ Mr. William McHugh, Director √ Mrs. Dianna Mann – General Manager-
VIA PHONE, √ Mrs. Olivia Mann – Board Secretary
√ Mr. Francisco Castro, Wastewater √ Mr. Kurt Jensen, Water □ Mr. Jeremy Backus, Distribution,
EXCUSED

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. Chief Water Plant Operator
4. Chief Wastewater Plant 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 (Page 14)**
 - a. April 2024 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 (Page 42)

- a. Minutes of Regular Meeting 04/18/24
- b. Minutes of Special Meeting 05/09/24

Action Taken: Motion to approve the consent items
HERMAN/BOUCHER M/S/C
AYES: ARCHACKI/HERMAN/BOUCHER/BURTON/MCHUGH
NOES: NONE
ABSENT: NONE

F. NEW BUSINESS

- 1. Discussion of lock placement at 12371 Oak Grove, Clearlake Oaks (Page 46)

MR. SCOTT WIARS BEGAN ARGUING WITH THE BOARD ABOUT THE METER LOCK PLACEMENT AT 12371 OAK GROVE AVENUE, CLEARLAKE OAKS (F1). AFTER LENGTHY DISCUSSION, MR. WIARS BECAME BELLIGERENT AND WOULD NOT STOP INTERRUPTING THE MEETING. FINALLY, MR. WIARS WAS ASKED TO LEAVE THE BOARD ROOM SO THE MEETING COULD CONTINUE, BUT HE REFUSED. AT THAT POINT, THE BOARD CALLED THE SHERIFF'S DEPARTMENT FOR ASSISTANCE AND ADJOURNED THE MEETING.

Action Taken: NO ACTION

ADJOURNMENT

Time: 2:22 PM

SIGNED: 
 Stanley Archacki, Board President

ATTESTED TO: 
 Olivia Mann, Board Secretary

- 2. Discussion and nomination of the Joint Power Insurance Authority (JPIA) Director Seat

Action Taken: _____

- 3. Discussion and review of the 2024-2025 Annual Budget (Page 48)

Action Taken: _____

- 4. Discussion and consideration of allowing the District to submit and accept ACH Payments (Page 56)

Action Taken: _____

- 5. Discussion and consideration of transferring a portion of LAIF Monies to California CLASS

Action Taken: _____

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.