

**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

June 27, 2017

This meeting will be conducted by Roberts Rule of Order.

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 either before or during the Board's consideration of that agenda item. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits of three minutes.

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.

Public comment on non-agenda items

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to three (3) minutes

AGENDA

Call to Order – 1 p.m.

Pledge of Allegiance

Roll Call

√ Mrs. Margaret Medeiros, President √ Mr. Karl Hosier, Vice President √ Mrs. Judy Heeszal, Director
√ Mr. Samuel Boucher √ Mr. Stanley Archacki

√ Mr. Alan Gardner – General Manager □ Mr. Jason Mitchell – Operations Manager, EXCUSED ABSENCE
√ Mrs. Dianna Mann - Secretary to the Board

New Business

- a. Discussion and consideration of Resolution No. 17-11, Awarding contract for the USDA Wastewater System Improvements Project

Action Taken: Motion to approve Resolution 17-11 with changes, and as long as all conditions set forth by USDA are met

**HOSIER/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY**

- b. Discussion and consideration of Resolution No. 17-12, Authorized Representative for the USDA Wastewater Improvements System

Action Taken: Motion to approve Resolution 17-12

**HEESZEL/ARCHACKI M/S/C
MOTION PASSED UNANAMOUSLY**

- c. Discussion and consideration of Resolution No. 17-13, Reimbursement to SWRCB for the WTP, Meter, and Cross Connection Control Projects

Action Taken: Motion to approve Resolutions 17-13, 17-14, and 17-15 collectively as amended
HOSIER/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY

- d. Discussion and consideration of Resolution No. 17-14, Reimbursement to SWRCB for the Water Storage Tanks and Distribution System Improvement Project

Action Taken: Motion to approve Resolutions 17-13, 17-14, and 17-15 collectively as amended
HOSIER/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY

- e. Discussion and consideration of Resolution No. 17-15, Reimbursement to SWRCB for the Harvey Area Water System Improvement Project

Action Taken: Motion to approve Resolutions 17-13, 17-14, and 17-15 collectively as amended
HOSIER/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY

- f. Discussion and consideration of Memorandum to the Board

Action Taken: No Action

- g. Discussion and consideration of Resolution No. 17-16, Authorizing and Directing Execution of a Trust Agreement, Installment Sale Agreement, Assignment Agreement and Purchase Order

Action Taken: Motion to add District Secretary title to Administrative Services Managers Job Description to be in compliance with USDA requirements
HOSIER/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY

Action Taken: Motion to approve Resolution 17-16
HOSIER/ARCHACKI M/S/C
MOTION PASSED UNANAMOUSLY

- h. Discussion and consideration of Resolution No. 17-17, Approving District Debt Management Policy and Post-Issuance Tax Compliance Policy

Action Taken: Motion to approve Resolution 17-17
HEESZEL/ARCHACKI M/S/C
MOTION PASSED UNANAMOUSLY

- i. Discussion and consideration of Resolution No. 17-18, Reimburse Certain Expenditures from the Proceed of Tax-Exempt Obligations

Action Taken: Motion to approve Resolution No. 17-18 as amended
ARCHACKI/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY

- j. Discussion and consideration of providing a notice to proceed and paying contractor's first month, approximately \$170,000 until USDA loan closes which is estimated for the last week in July and District will be reimbursed

Action Taken: Motion to approve first payment
HOSIER/BOUCHER M/S/C
MOTION PASSED UNANAMOUSLY

Adjournment

Time: 2:04

SIGNED: 
Margaret Medeiros, Board President

ATTESTED TO: 
Dianna Mann, Board Secretary