

**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

**July 11, 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 – 10 a.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  
√ Mrs. Dianna Mann - Secretary to the Board

**New Business**

- a. Discussion and consideration of an agreement with Utility Services for \$6,586.00 for a five day water leak detection project

**Action Taken: Motion to approve agreement with Utility Services  
HOSIER/ARCHACI    M/S/C  
MOTION PASSED UNANIMOUSLY**

- b. Discussion and consideration of approving MC Engineering revised consultant agreement for USDA

**Action Taken: Motion to approve Appendix K of MC Consulting Agreement  
BOUCHER/HEESZEL    M/S/C  
MOTION PASSED UNANIMOUSLY**

- c. Discussion and consideration of approving one additional position for Distribution and Collection Department

**Action Taken: Motion to approve additional position, and approve updated Organizational Chart reflecting new position in D/C department  
HOSIER/ARCHACI  
MOTION PASSED UNANIMOUSLY**

**Director Heeszel motioned to adjourn at 10:28 a.m.**

**SIGNED:** *Margaret Medeiros*  
Margaret Medeiros, Board President

**ATTESTED TO:** *Dianna Mann*  
Dianna Mann, Board Secretary