

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: January 19, 2023

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 √ 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. 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. December 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 12/15/2022

3. **Bills**

- a. MC Engineering invoice number 2308, dated 1/5/2023, in the amount of \$11,113.30 for the USDA Water Improvements Project
- b. T & S Construction invoice number 18, dated 1/11/2023, in the amount of \$119,225.00 for the USDA Water Improvements Project
- c. MC Engineering invoice number 2307, dated 1/5/2023, in the amount of 11,146.25 for the Source Capacity Study

Action Taken: Motion to approve the consent items with corrections to the regular meeting minutes on 12/15/2022

ARCHACKI/BOUCHER M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

E. NEW BUSINESS

- 1. Discussion and consideration of appeal for 10741 Pingree Road, Clearlake Oaks

Action Taken: Motion to deny appeal for 10741 Pingree Road, Clearlake Oaks

ARCHACKI/BOUCHER M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

- 2. Discussion and consideration of Resolution 23-01, authorizing entering into a funding agreement with the SWRCB and authorizing and designating a representative for the Actiflo Pilot Project

Action Taken: Motion to approve Resolution 23-01, authorizing entering into a funding agreement with the SWRCB and authorizing and designating a representative for the Actiflo Pilot Project

BURTON/HERMAN M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

- 3. Discussion and approval of purchasing two vertical inline pumps for redundancy at the Cerrito Tank, required by State, in the amount of \$20,502.00 using the water reserves account.

Action Taken: Motion to approve items E3 and E4 collectively

ARCHACKI/BOUCHER M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

- 4. Discussion and approval of purchasing two Gast Air Compressors for redundancy at the Cerrito Tank, required by State, in the amount of \$6,439.00 using the water reserves account.

Action Taken: Motion to approve items E3 and E4 collectively

ARCHACKI/BOUCHER M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

- 5. Discussion and consideration of Resolution 23-02, Amending the Clearlake Oaks County Water District 'Water' Code

Action Taken: Motion to approve Resolution 23-02, Amending the Clearlake Oaks County Water District 'Water' Code

BURTON/BOUCHER M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

- 6. Discussion and consideration of Resolution 23-03, Amending the Clearlake Oaks County Water District 'Sewer' Code

Action Taken: Motion to approve Resolution 23-03, Amending the Clearlake Oaks County Water District 'Sewer' Code with corrections

HERMAN/BURTON M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

- 7. Discussion and consideration Ballot for Independent Special District Alternate Representative on LAFCO

Action Taken: Motion to vote for Jim Freeman with Hidden Valley Community Services District as the Alternate Representative on LAFCO.

ARCHACKI/HERMAN M/S/C

AYES: MEDEIROS/ARCHACKI/BOUCHER/HERMAN/BURTON

NOES: NONE

ABSENT: NONE

Adjournment

Time: 2:56 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.