

CLEARLAKE OAKS COUNTY WATER DISTRICT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: October 16, 2025

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

X Mr. Stanley Archacki, President
X Mr. Michael Herman, Vice President
X Mr. James Burton, Director
X Mrs. Olivia Mann – Board Secretary
X Mr. Francisco Castro, Chief Wastewater
X Mr. Jeremy Backus, Chief Distribution

X Mr. William McHugh, Director
X Mr. A. Whittier, Director
X Mrs. Dianna Mann – General Manager
X Ms. Bailey Anderson – Office Manager
X Mr. Kurt Jensen, Chief Water

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 (Page 3)

1. Administration
2. Billing
3. Chief Distribution Operator - Unavailable
4. Chief Water Plant Operator
5. Chief Wastewater Plant Operator
6. General Manager

D. COMMITTEE UPDATES

E. CONSENT ITEMS (Page 16)

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. September 2025 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 the previous meeting for review and approval (Page 41)**
- a. Minutes of Regular Meeting 09/18/2025
3. **Bills (Page 43)**
- a. NTU Technologies, PO #5667 in the amount of \$36,512.00, not including tax or freight

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

F. NEW BUSINESS

1. Discussion and consideration of site access license for UC Davis and consultants (*Page 45*)

Action Taken: Motion to approve the license agreement between CLOCWD and UC Davis
HERMAN/WHITTIER M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/BURTON/WHITTIER
NOES: NONE
ABSENT: NONE

2. Discussion and appointment of the JPIA Director

Action Taken: Motion to appoint President, Stan Archacki as the JPIA Director
MCHUGH/BURTON M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/BURTON/WHITTIER
NOES: NONE
ABSENT: NONE

3. Discussion and acceptance of quote from Flo-Line Technology, Inc. in the amount of \$11,561.00 plus tax and freight for repair of LS 7 pump SN# 300282786 (*Page 51*)

Action Taken: Motion to approve the quote from Flo-Line Technology, Inc. in the amount of \$11,561.00 plus tax and freight for repair of LS 7 pump SN# 300282786
HERMAN/WHITTIER M/S/C
AYES: ARCHACKI/HERMAN/MCHUGH/BURTON/WHITTIER
NOES: NONE
ABSENT: NONE

4. Discussion and consideration of Resolution 25-03, Amending the Clearlake Oaks County Water District 'Water' Code (*Page 54*)

Action Taken: Motion to approve Resolution 25-03, Amending the Clearlake Oaks County Water District 'Water' Code

BURTON/MCHUGH M/S/C

AYES: ARCHACKI/HERMAN/MCHUGH/BURTON/WHITTIER

NOES: NONE

ABSENT: NONE

ADJOURNMENT

Time: 2:34 PM

SIGNED:



Stanley Archacki, President

ATTESTED TO:



Olivia Mann, Board Secretary

Where appropriate or deemed necessary, the Board may act 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.