

**DEER CREEK IRRIGATION DISTRICT
MINUTES OF THE APRIL 4, 2022
BOARD OF DIRECTORS MEETING**

PLACE: Vina Elementary School Auditorium, 4790 D Street, Vina, CA 96092

TIME: 5:00 P.M.

DIRECTORS PRESENT: Jeff Rabo, Linda Pitter, Jake Thompson, Doug Amato

I. Call to Order

The meeting was called to order by Board President Jeff Rabo at 5:10 pm.

II. Agenda Approval

With no corrections to be made to the agenda, Director Pitter moved that the agenda be approved as is. Director Thompson seconded and the vote was unanimous to approve the agenda.

III. Consent Agenda

- a) Director Pitter presented the March 7, 2022 meeting minutes. Without a request for any corrections, Director Thompson moved that the minutes be accepted as presented. Director Pitter seconded, and the vote was unanimous to approve the minutes.
- b) Director Pitter presented the March 21, 2022 meeting minutes. Without a request for any corrections, Director Thompson moved that the minutes be accepted as presented. Director Pitter seconded, and the vote was unanimous to approve the minutes.
- c) District Treasurer Ellen Stephens presented two invoices to the Board for payment authorization. The first invoice presented was from District legal counsel Downey Brand in the amount of \$3,733.50. The second invoice was from Gregory Engineering in the amount of \$540.00. With no further discussion, Director Pitter moved that the invoices be approved for payment, and Director Amato seconded. The vote was unanimous to approve the payments.

IV. Reports

- a) Treasurer: Ellen Stephens provided the Treasurer's report for the period of March 8 through April 4, 2022. The district account balance was reported as \$155,562.59. Some additional items of note included the addition of a free version of excel to the District laptop, the addition of directors Thompson and Amato to the Tri Counties bank account online viewing access, and the review and potential renewal of the district's insurance policy with Golden State Insurance.
- b) Ditch Tender: Director Rabo presented information on Mr. Quezada's behalf. It was reported that Patrick and Jessica Johnson are now taking delivery of water to their property on Tracy Lane. Melvin had informed Director Rabo that there was some undermining of the concrete ditch occurring in an area near the wye. Further investigation of the location and extent of the damage will need to be performed in person with Melvin and reported back to the Board with recommendations for repair. Director Rabo and Scott Stephens inspected the District ditch behind Phil Sunseri's home, and discussed equipment and materials needed to repair the earth berm adjacent to the ditch and method for cleaning the ditch with a backhoe. Director Amato requested that the ditch through his property be cleaned. Director Pitter suggested that the District adopt a policy for reimbursing travel mileage to members that assist with material delivery and work performed within the District.

V. Old Business

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- a) The Board discussed the preparation of a Bill of Sale for all the equipment and materials included in the bulk sale. Director Rabo will research bill of sale's and necessary DMV paperwork to be completed as part of the equipment and vehicle transfers.
- b) Director Pitter reported on her attempts to pursue a public services contract for auditing services from Don Reynolds. After numerous unanswered inquiries with Mr. Reynolds, Director Pitter continued to contact potential auditors for proposal requests. A response was received from Kalah Horton with Horton, McNulty & Saeteurn, LLP. Kalah suggested that the District prepare a resolution for requesting a hardship deferral of District auditing to be performed once every three years due to the large expense. The resolution would be presented to the Tehama County Board of Supervisors for review and a decision.
- c) The Board discussed the current Board vacancy and lack of candidates to fill the position. It was suggested that Patrick Johnson is eligible and may be willing to come on the Board.
- d) The Board revisited a discussion of the District Secretary responsibilities and possible candidates for the position. No candidates have currently come forward.
- e) Director Pitter reported on the principals of creating a budget and suggested guidance for preparing a budget, that was received from Phil Sunseri. A review of last meetings budget discussion was summarized by Director Rabo. A discussion amongst the Board and all members present, was had before a vote to approve the budget was presented. With no further discussion, Director Pitter motioned to approve the budget. Director Thompson seconded the motion and the vote was unanimous.

VI. New Business

- a) Per a request made by former Director Keith Bentz, the Board discussed possible options for relocating the District safe. It was suggested that the Board reach out to Stanford Vina Ranch Irrigation Company and ask if they would be willing to store the safe in their office.

VII. Public Comment

Director Amato expressed interest in pursuing grant opportunities that would assist with replacing the District ditches with pipelines. Ellen Stephens made a request that the District make an effort to schedule a tour of the District for the members. John Peterson suggested that Melvin participate in the tour so that he could share his experience and knowledge of the infrastructure. Donna Mullen was introduced to the Board and members as a willing candidate for the position of Secretary. She will come before the Board at the May 2nd meeting for further discussion and potential appointment.

VIII. Adjournment

The meeting was adjourned at 7:52 pm.