

**DEER CREEK IRRIGATION DISTRICT MINUTES OF THE
FEBRUARY 20, 2023 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, Patrick Johnson, Doug Amato

DIRECTORS ABSENT: Jake Thompson

The meeting was called to order by Board President Jeff Rabo at 5:03pm. Secretary Donna Mullen recorded the minutes. With no corrections to be made to the agenda, Director Pitter moved that the agenda be approved as is. Director Johnson seconded, and the vote was unanimous. Director Pitter read the minutes from the February 6, 2023 regularly scheduled meeting. Director Pitter moved to approve the minutes as amended. Director Amato seconded the motion, and the vote was unanimous to approve the minutes.

Treasurer Ellen Stephens presented the following invoices from the period of February 7, 2023 through February 20, 2023:

1. Downey Brand for legal services - \$487.50
2. Air Pollution Control for burn permit - \$45.00
3. Ellen Stephens for reimbursement of office supplies - \$67.54
4. Red Bluff Outdoor Power for Ishi Camp crew services in January- \$1,600.00
5. Two invoices from Darrell and Callie Wood for dump truck and excavator use – combined check of \$4,697.50
6. Allevery for payroll processing - \$2,532.17

Treasurer Stephens provided an update regarding potential credit card options that she and Director Amato had been performing research on. Director Amato received information regarding accounts with Tri Counties, Guy Rents, Umpqua Bank, Mechanics Bank and Home Depot. The board asked questions and reviewed received literature. It was agreed by the board that a business account with Home Depot could provide the greatest amount of flexibility, tracking and financial transparency. Treasurer Stephens and Director Pitter will get more details from Home Depot and provide an update at the next meeting.

President Rabo summarized the Clock Shark employee time tracking software previously reviewed by the board. A product presentation meeting prepared by Tyler Atmore with Clock Shark, was attended by President Rabo and Secretary Mullen. Tyler demonstrated the functionality of the software and discussed District employee usage and needs. A 14-day free trial was started so that the District can get the employees registered and using the application.

The remainder of the meeting was spent discussing landowner voting and representation, with a focus of determining the initial method for performing public outreach. It was agreed that the District should prepare a cover letter accompanied by a questionnaire, and mail it to all District members. President Rabo will prepare a draft questionnaire to present at the next meeting.

PUBLIC COMMENT

There were no public comments.

MEETING ADJOURNMENT at 6:59 PM.