

**DEER CREEK IRRIGATION DISTRICT MINUTES OF THE
MAY 1, 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, Jake Thompson

The meeting was called to order by Board President Jeff Rabo at 5:03 PM. 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.

PUBLIC COMMENT

Ellen Stephens would like to begin investigating historical well water levels and suggested that the Board and District landowners may be able to assist with the collection of data.

Director Thompson reported on the poor communication during the most recent movement of irrigation water amongst himself, Pitters and Soske's. President Rabo reported that he and Director Thompson had met with Ben Cook on the afternoon of May 1st to visit the diversion. Director Thompson shared some photos of the diversion during the high creek flows that occurred over the winter with Ben. Issues with diversion channel sediment loading and channel barrier reinforcement near the paddle wheel were also discussed.

Director Pitter read the minutes from the April 17, 2023 regularly scheduled board meeting. Director Johnson moved to approve the minutes as read. Director Amato seconded the motion, and the vote was unanimous to approve the minutes.

Treasurer Stephens presented District invoices from the period of April 18, 2023 through May 1, 2023:

1. Quick Books monthly subscription - \$55.00
2. Allevity for payroll for April 10-April 23 - \$1877.19
3. Melvin' Quezada for monthly phone allowance - \$100.00
4. Downey Brand for legal services - \$8301.00
5. ClockShark monthly subscription - \$30.00

Treasurer Stephens presented the reconciled bank statement for the month. Including payments that have not cleared the bank, the account balance is \$158,333.63.

The Board reviewed and discussed Resolution 2023-05 to assign District signatories. The board plans to assign new signatories annually by resolution of the board at the beginning of each calendar year. Director Pitter made a motion to approve Resolution 2023-05 as written. Director Thompson seconded the motion. The Resolution was approved with President Rabo and Secretary Mullen being listed as the signatories for 2023 with a vote of 5:0.

The Board reviewed and discussed Resolution 2023-06 to adopt a credit card policy. President Rabo read the policy aloud, and the board discussed credit card limits verse authorized purchase limits. Director Pitter made a motion to approve Resolution 2023-06 as written. Director Johnson seconded the motion. The Resolution was accepted with a vote of 5:0.

The Board reviewed and discussed Resolution 2023-07 to designate District credit card holders and credit card limits. Discussion followed regarding anticipated material and equipment expenditures. Director Thompson made a motion to accept Resolution 2023-07 as written with credit card limits set at \$1,500 per person. Director Amato seconded the motion. The Resolution was accepted with a vote of 5:0.

President Rabo informed the board that presentation and discussion of Resolution 2023-04 will be tabled until the next meeting because he had not completed the draft copy for tonight's meeting.

The Board revisited a previous discussion regarding employee hours and wages for the position of Secretary. During the preparation of the 2023 budget, the Board approved a monthly pay of \$600.00 for the position of Secretary pending a three-month review of hours worked. The position was originally budgeted for based on an anticipated 20 hours of work per month. Secretary Mullen provided a summary to the Board of her weekly work load requirements, plus additional assigned tasks. Total monthly hours spent working for the District is routinely been between 25 and 30 hours since the first of the year. Director Pitter made a motion to increase Secretary Mullen's wages to \$600/month. Director Johnson moved to amend the motion to include back pay for the months of January through April. Director Thompson seconded the amended motion and it was approved 5:0. Director Johnson seconded the original motion to accept the Secretary's new wage of \$600 per month with the retro-active pay to the first of the year. The vote was unanimous to approve the wage increase and retro-active pay.

The Board reviewed and discussed the status of the questionnaire and landowner responses in regards to Landowner Voting and Representation. It was determined that there are 15 completed surveys. A list of names of the people who haven't responded was compiled and Secretary Mullen will reach out in the hopes to attain more completed questionnaires. The Board will analyze the results and continue discussion when all landowners have returned a questionnaire.

MEETING ADJOURNMENT at 7:02 PM.