



Georgetown Divide Resource Conservation District
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Georgetown Divide Resource Conservation District

Board Meeting

Greenwood Community Center
4401 Highway 193
Greenwood, CA 95635

February 21, 2011
7:00 p.m.

MINUTES

CALL TO ORDER: Georgetown Divide Resource Conservation District President B. Bennett called the meeting to order at 7:05 p.m. with the following directors and staff in attendance: Directors: - B. Bennett, D. Jordan, and A. Hubbard. Staff –M. Egbert who served as recorder.

ADOPTION OF AGENDA: It was moved by A. Hubbard and seconded by D. Jordan to adopt agenda as presented. **Motion carried.**

APPROVAL OF MEETING MINUTES:

- 1) **Georgetown Divide Resource Conservation District Board Meeting Minutes of January 24, 2011.** It was moved by A. Hubbard and seconded by D. Jordan to approve meeting minutes as presented. **Motion carried.**

AUDIENCE QUESTIONS & STATEMENTS: None.

NRCS STAFF REPORT: No report Provided.

DISTRICT MANAGER REPORT: No action taken.

WATERSHED COORDINATOR REPORT: No action taken.

SUB DIVISIONS REPORT: None.

CONSENT CALENDAR (START): It was moved by A. Hubbard and seconded by D. Jordan to adopt items presented on the Consent Calendar as presented. **Motion carried.**

- 1) **Government Codes & Community Service District – El Dorado County Auditor Office informational letter dated 1/19/11.** Board to authorize signatures of each Board Member as indicated on the letter as presented.

- 2) **High Sierra RC&D Council FY 2010/2011 Sponsorship Contribution.**
Board to authorize expenditures associated with the High Sierra RC&D Council FY 2010/2011 Sponsorship Contribution in the amount of \$250.00.
- 3) **2011 National Association of Conservation Districts (NACD) Membership.**
Board to authorize contribution amount calculated at 1% (\$125.91) of the District's Expense Budget and authorize payment of 2011 NACD membership.
- 4) **Supplemental Payroll check for Mr. Fred Hunt covering pay period 4 (January 29, 2011 – February 11, 2011).** Board to ratify signature of President Bennett.

CONSENT CALENDAR (END):

OLD BUSINESS:

- 1) **Georgetown Divide Resource Conservation District Board of Directors Recommendation to the El Dorado County Board of Supervisors of two (2) Nominee's for appointment to fill the existing two (2) current vacancies previously held by S. Davis and R. Griffiths.** It was moved by A. Hubbard and seconded by D. Jordan to provide the name, address, and phone number of the nominee(s) and authorize signature of President B. Bennett on appointment request letter. **Motion carried.**

NEW BUSINESS:

- 1) **El Dorado County Chamber of Commerce, on behalf of the El Dorado County Agricultural Council, request for funding to support the 2011 Ag Tour in the amount of \$250.00.** It was moved by A. Hubbard and seconded by D. Jordan to not provide a contribution based on budget constraints of \$250.00 in support of the 2011 Ag Tour to be paid to the El Dorado County Chamber of Commerce. **Motion carried.**
- 2) **Statement of Facts for the Year 2011.** It was moved by A. Hubbard and seconded by D. Jordan to review and approve by signature the Statement of Facts for 2011. **Motion carried.**
- 3) **Signature Authorization Form.** It was moved by A. Hubbard and seconded by D. Jordan to authorize signature of Board members and submittal to El Dorado County Auditor's Office. **Motion carried.**
- 4) **Right of Entry Agreement between the Georgetown Divide Resource Conservation District and the Mosquito Volunteer Fire Association.** It was moved by A. Hubbard and seconded by D. Jordan to authorize signature of President B. Bennett on MOU as presented. **Motion carried.**
- 5) **Agreement No. 2011-01 between the Georgetown Divide Resource Conservation District and the International Union of Operating Engineers – Job Corps**

Equipment Training Program. It was moved by A. Hubbard and seconded by D. Jordan to authorize signature of President B. Bennett on Agreement as recommended by council. **Motion carried.**

6) **Memorandum of Understanding (MOU) regarding coordination among the Mosquito Volunteer Fire Association and the Georgetown Divide Resource Conservation District.** It was moved by A. Hubbard and seconded by D. Jordan to authorize signature of President B. Bennett on MOU as recommended by council. **Motion carried.**

7) **Personnel Subcommittee Meeting (PSC).** Board to evaluate the Personnel Subcommittee recommendations on the following items:

a. **CALPERS Retirement Program.** On December 7, 2010, the Boards authorized the District to enter into a contract with CALPERS to provide a Public Employees Retirement Program at the 2% @ 55 levels with 0% past service credit recognized. The PSC will review how this benefit will be integrated into the current Personnel Policies Manual.

b. **Personnel Policies Manual – Sec. 5: Benefits.** The PSC will evaluate the current benefits policies and make recommendations to modify as appropriate. The focus will be on Health Care benefits and the contribution of employees to share in the cost to participate in the Health Care Benefit Program. Also under evaluation, is the financial contribution to employees in lieu of enrollment in the Districts Health Care Benefit Program.

c. **Personnel Policies Manual – Sec. 9.3.2: Reduction in Force.** The PSC will evaluate the Districts appropriated funds budget and establish a recommendation regarding staffing.

It was moved by A. Hubbard and seconded by D. Jordan to implement Personnel Policies Manual – Sec. 9.3.2: reduction in Force for the Part-Time Project Coordinator effective immediately based on work-load and budget constraints. **Motion Carried.**

FINANCIAL STATEMENTS AND BILLS: It was moved by A. Hubbard and seconded by D. Jordan to adopt Financial Statements and authorize payment of claim vouchers as presented (Anthem: \$2494.00, US Bank: \$1317.95). **Motion carried.**

CORRESPONDENCE: No action taken.

DIRECTORS COMMENTS:

- 1) D. Jordan announced that he is a member of the CARCD forestry committee and will be planning to attend their meetings.
- 2) D.. Jordan and B. Bennett announced that they will be attending the Sierra Nevada Conservancy Board meeting scheduled for March 2nd and 3rd, 2011.
- 3) D. Jordan requested the District provide business cards which was already approved by the boards.

ADJOURN: 10:25 p.m.