



**MINUTES  
SPECIAL MEETING  
OF  
THE IRRIGATION COMMITTEE**  
6425 Main Street,  
Georgetown, California 95634  
**Monday, December 04, 2023**  
**2:00 P.M.**

**Irrigation Committee**

Ray Griffiths, Chairman  
Bill Threlkel Vice Chair  
Carla Sutton Secretary

Alexandra Duarte  
Kristy McKay  
Fran Todd

**Board of Directors Liaison**

Donna Seaman  
Mike Thornbrough

**Presenting Staff**

Nicholas Schneider General Manager  
Adam Brown Operations Manager

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**MISSION STATEMENT**

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It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies.
  - Ensure high-quality drinking water.
  - Promote stewardship to protect community resources, public health, and quality of life.
  - Provide excellent and responsive customer services through dedicated and valued staff.
  - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
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A full record of this meeting is available on the District channel:

<https://www.youtube.com/watch?v=MHbYsbelerE&t=35s>

**1. CALL TO ORDER — ROLL CALL — PLEDGE OF ALLEGIANCE**

Chairman Griffiths called the meeting to order at 2:10 p.m.

**Roll Call:**

**Present:** Todd, McKay, Threlkel, and Griffiths

**Absent:** Sutton, Duarte

Chairman Griffiths led the Pledge of Allegiance.

**2. ADOPTION OF AGENDA**

**Public Comment:**

No comments were received.

Member Todd motioned to adopt the agenda. Member McKay seconded the motion.

Chairman Griffiths called for the **vote**.  
**Ayes:** Threlkel, Todd, McKay, and Griffiths  
**Nayes:** None  
The motion passed **unanimously**.

### **3. PUBLIC FORUM**

**Public Comment:**  
No comments were received.

### **4. APPROVAL OF MINUTES – October 17, 2023**

**Public Comment:**  
No comments were received.

**Member Threlkel Motioned to adopt the minutes. Member Todd Seconded the motion.**

Chairman Griffiths called for the **vote**.  
**Ayes:** Threlkel, Todd, McKay, and Griffiths  
**Nayes:** None  
The motion passed **unanimously**.

### **5. INFORMATIONAL REPORTS**

#### **A. Water Resources Update**

Operations Manager Adam Brown delivered the report.

**Public Comment:**  
Steve Dowd

### **6. ACTION ITEMS**

#### **A. Review of Current and Future Water Seasons**

**Public Comment:**  
Ray Paul

#### **B. Discuss Annual Customer Communications and Forms**

##### **Committee Discussion:**

Discussion over the forms included changes to the language in the bulleted points, highlighting continuous use 24 hours a day. Highlighting this requirement will assist customers with understanding the impacts of inconsistent use on the delivery system, including ditch overflows, the creation of issues on other properties, and interrelated impacts.

The backflow certification customer letters were reviewed. The Committee focused on certification requirements and the processes to meet those required steps. It was highlighted that working with testers is the tester's responsibility to ensure the certifications are received by the District. The discussion centered around how best to convey these steps to customers.

**Public Comment:**

Ray Paul  
Steve Dowd  
Cherie Carlyon

**Member Threlkel motioned to refer the forms with amendments to the Board for approval. Member Todd seconded the motion.**

Chairman Griffiths called for the vote.  
**Ayes:** Threlkel, Todd, McKay, and Griffiths  
**Nays:** None  
The motion passed **unanimously**.

**7. IRRIGATION COMMITTEE MEMBER COMMENTS AND REPORTS**

There were no reports delivered.

**8. AGENDA ITEMS FOR THE NEXT IRRIGATION COMMITTEE MEETING**

**Member Threlkel motioned to cancel the January Irrigation Committee meeting. Member Todd seconded the motion.**

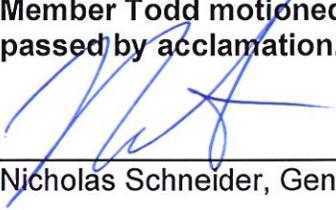
Chairman Griffiths called for the vote.  
**Ayes:** Threlkel, Todd, McKay, and Griffiths  
**Nays:** None  
The motion passed **unanimously**.

Liaison Seaman requested that the Committee review the informational videos and advertisements for irrigation service.

Member McKay requested an update on the application response for the irrigation season.

**9. NEXT MEETING DATE AND ADJOURNMENT –** The Irrigation Committee set the 2nd Tuesday for regular committee meetings during the Irrigation season, and as needed or directed by the Board. The next regular Irrigation Committee meeting will be on February 20, 2024.

**Member Todd motioned to adjourn. Member Threlkel seconded the motion. The motion passed by acclamation. The meeting was adjourned at 3:31 p.m.**

  
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Nicholas Schneider, General Manager

  
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Date