

**MINUTES  
REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

6425 Main Street,  
Georgetown, California 95634

**TUESDAY, DECEMBER 12, 2023  
2:00 P.M.**

**BOARD OF DIRECTORS**

Mitch MacDonald, President

Donna Seaman, Vice President

Mike Thornbrough, Treasurer

Michael Saunders, Director

Robert Stovall, Director

**PRESENTING STAFF**

General Manager Nicholas Schneider

Water Resource Manager Alexis Elliott

Operations Manager Adam Brown

Office Finance Manager Jessica Buckle

Legal Counsel Frank Splendorio

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**MISSION STATEMENT**

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 record of the complete proceedings is available on the District's Channel:

<https://youtu.be/C2KQdzhc-YU>

**1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

**President MacDonald called the meeting to order at 2:00 p.m.**

Roll Call:

Present: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Absent: None

**Director Seaman led the Pledge of Allegiance.**

**2. ADOPTION OF AGENDA**

**Public Comment:**

No comments were received.

**Director Thornbrough motioned to adopt the agenda. Director Saunders seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously.**

### 3. BOARD REORGANIZATION

#### A. Roll Call of Seated Board Directors

**Roll Call:**

**Present:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Absent:** None

#### B. Election of Officers for Calendar Year 2024 (President, Vice-President, and Treasurer)

**Public Comment:**

Steve Dowd

**Director Stovall nominated that the Board continue with the current slate of officers for the 2024 calendar year. Director Saunders seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously**.

**The motion and vote established the Officers for the 2024 Calendar Year as follows:**

**President:** Mitch MacDonald

**Vice President:** Donna Seaman

**Treasurer:** Mike Thornbrough

#### C. Reaffirm Board Assignments to Committees

**Director Stovall motioned to maintain the previous slate of committee liaisons for the 2024 calendar year. Director Saunders seconded the motion.**

The motion and vote reaffirmed the slate of liaisons for the 2024 Calendar Year as follows:

**Irrigation Committee-** Liaisons Seaman and Thornbrough

**Finance Committee-** Liaisons MacDonald and Stovall

#### D. Reaffirm Legislative Liaison

**Director Thornbrough motioned to reaffirm Director Saunders as the Legislative Liaison for the 2024 calendar year. Director MacDonald seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously**.

**The motion and vote established Director Saunders' appointment as the Legislative Liaison for the 2024 calendar year.**

**Public Comment:**

Cherie Carlyon

#### E. Reaffirm Appointments to Outside Organizations

- **El Dorado County Water Agency (EDWA)**

General Manager Nicholas Schneider shared that the EDWA position is not open at the moment and the organization will request the appointment at the appropriate time.

Director Seaman asked to resign as the alternate to EDWA.

Director Stovall was nominated as the alternate by Director Seaman.

**Director Saunders motioned to accept the resignation and appoint Director Stovall as the alternate to EDWA. Director Thornbrough seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously**.

Director Stovall was appointed as the EDWA alternate.

- **Regional Water Authority (RWA)**

General Manager Nicholas Schneider shared that currently; the position is not open.

- **ACWA/JPIA and Alternate voter**

General Manager Nicholas Schneider shared that this position is not open for reappointment.

#### **F. Outside Organizations**

No changes were made to the positions as the organizations will submit requests when open.

### **4. PUBLIC FORUM**

Cherie Carlyon

### **5. CONSENT CALENDAR**

#### **A. Approval of Minutes**

- November 14<sup>th</sup> Regular Board Meeting, November 22<sup>nd</sup> Special Board Meeting

#### **B. Review of Forms for the 2024 Irrigation Season**

#### **C. Approve Surplus Equipment Sales**

**Public Comment:**

No public comments were received.

**Director Stovall motioned to adopt the consent calendar. Director Seaman seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously**.

### **6. OFFICE/FINANCE MANAGER'S REPORT**

Office Finance Manager Jessica Buckle delivered the report and fielded inquiries.

**Public Comment:**

Cherie Carlyon

### **7. INFORMATIONAL ITEMS**

#### **A. Board Reports**

**Director Stovall** shared that during his attendance at the Mountain Counties Water Resource Association event the Cal FIRE representative remarked that the District is in the line of fire. The Director relayed this as it is pertinent to the Board and their considerations.

**Director Saunders** reviewed his report highlights.

**Director Seaman** shared her participation in committees for the month.

**Director MacDonald** shared his participation at the ACWA/JPIA conference.

#### **B. Legislative Liaison Report**

Director Saunders paired with President MacDonald delivered a presentation regarding ACWA/JPIA programs and benefits in which the District participates.

### C. Operation Manager's Report

Adam Brown Operations Manager delivered the report. Stumpy Meadows Reservoir level is currently at 80%. Production numbers are average for this time of year.

- Solar Presentations

John Burdette delivered the solar presentation for Veolia.

Jessica Ritter delivered the Sitelogiq presentation. Taylor Boyle and Eddie Jordan assisted with inquiries and information regarding the project proposal.

#### Public Comment:

Steve Dowd  
Cherie Carlyon

### D. Water Resources Manager's Report

Water Resource Manager Alexis Elliott delivered the report.

#### Public Comment:

Cherie Carlyon  
Steve Dowd

### E. General Manager's Report

General Manager Nicholas Schneider delivered the report.

## 8. COMMITTEES

### A. Irrigation Committee – Ray Griffiths, Chairman – Next Meeting January 9, 2024

Director Seaman updated the Board on the Irrigation Committee activities.

### B. Finance Committee – Andy Fisher, Chairman - Next Meeting January 25, 2024

General Manager Nicholas Schneider updated the Board on the Finance Committee.

### C. Ad-Hoc Committee for Policy Manual – Next Meeting December 21, 2023.

- **Board Liaisons:** Directors Saunders, Seaman

It was agreed to push the progress update to the January meeting.

### D. Ad-Hoc Grant Writing Committee – Next Meeting February 7, 2024

General Manager Nicholas Schneider updated the Board on the grant progress through the committee work.

### E. AD-Hoc Labor Negotiations Committee- Meetings Held as Necessary

- **Board Liaisons:** Directors Thornbrough and MacDonald

## 9. ACTION ITEMS

### A. Consider Adoption of Policy 1000 Guidelines and Procedures for the Development, Adoption, and Amendment of Policies.

#### Public Comment:

No comments were received.

**Director Seaman motioned to adopt Policy 1000 Guidelines and Procedures for the Development, Adoption, and Amendment of Policies. Director Saunders seconded the motion.**

#### President MacDonald called for the vote:

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously.**

**B. Consider Adoption of Policy 2200 Disposal of Surplus Property or Equipment**

**Public Comment:**

Cherie Carlyon

**Director Seaman motioned to adopt Policy 2200 Disposal of Property or Equipment. Director Thornbrough seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously**.

**C. Consider Adoption of Policy 2190 Employee Expense Authorization**

**Public Comment:**

Cherie Carlyon

**Director Saunders motioned to adopt Policy 2190 Employee Expense Authorization. Director Stovall seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously**.

**D. Consider Adopting Policy 2105 Asset Protection and Fraud Prevention**

**Public Comment:**

Cherie Carlyon

**Director Saunders motioned to adopt Policy 2105 Asset Protection and Fraud Prevention. Director Stovall seconded the motion.**

**President MacDonald called for the vote:**

**Ayes:** Saunders, Stovall, Thornbrough, Seaman, and MacDonald

**Nays:** None

The motion passed **unanimously**.

**Public Comment for Closed Session**

No comments were received.

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**President MacDonald adjourned the open session to a closed session at 4:51 p.m.**

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**10. CLOSED SESSION**

**A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

**(Gov. Code § 54956.9(d)(1))**

**Name of Case:** GDPUD v. PG&E

**B. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)**

**Agency Designated Representative:** General Manager Schneider

**Employee Organizations:** Local 1, Local 39

**C. REPORT OUT OF CLOSED SESSION- There was no report out of Closed Session.**

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**President MacDonald adjourned the Closed Session and opened the meeting to an open session at 6:57 p.m.**

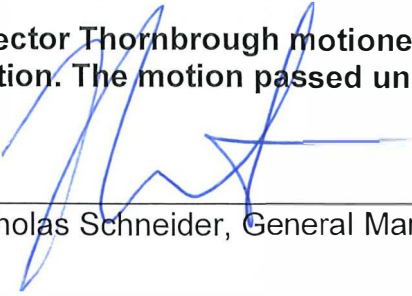
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**11. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS**

**12. NEXT MEETING DATE AND ADJOURNMENT**

**A.** The next Regular Meeting will be January 4, 2024, at 2:00 PM., at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

**Director Thornbrough motioned to adjourn the meeting. Director Saunders seconded the motion. The motion passed unanimously. The meeting adjourned at 6:58 p.m.**

  
\_\_\_\_\_  
Nicholas Schneider, General Manager

  
\_\_\_\_\_  
Date