

## **EMPLOYMENT AGREEMENT**

### **Meter Technician**

This Employment Agreement (Agreement), between the Sierra Valley Groundwater Management District Board of Directors, hereinafter referred to as the "District"; and Jay Huebert, hereinafter referred to as the "Employee" (collectively, the "Parties") is effective as of January 1, 2021.

The District desires to obtain Meter Technician services from Employee. This Agreement shall be in effect until terminated by the District. The Employee is required to perform the following services as needed and undertake the following responsibilities in a professional manner.

### **POSITION AND DUTIES**

In addition to the listed services, the Employee will undertake other duties as may be needed by the District. It is expected that the Employee will, acting independently, identify tasks/duties that need to be carried out as the District Meter Technician, subject to the authorization of the Board of Directors, as appropriate. Employee shall not supervise any employee or independent contractor of the District.

The duties listed are not intended to be exhaustive or exclusive:

- (a) Taking water level readings of monitoring wells and large-capacity wells located within the District.
- (b) Reporting monthly measurements to the Board.
- (c) Repairing and replacing damaged well meters and structures.
- (d) Obtaining annual municipal well readings.
- (e) Maintaining up to date records and inputting data.
- (f) Checking and examining documents, accounts, forms, claims etc. for accuracy and consistency.
- (g) Dealing with queries.
- (h) Communicating and working cooperatively with the SVGMD Chairman.
- (i) Assisting the Board of Directors.

The Employee accepts and agrees to such responsibilities and shall also perform such other duties as are customarily performed by similarly situated Meter Technicians and other duties as assigned. Employee shall report to the Chair-person of the Board of Directors of District.

### **COMPENSATION**

The position of Meter Technician is a part-time unbenefited position and Employee shall not devote in excess of 40 hours per month to said duties. District shall pay Employee at a rate of \$25 per hour and shall reimburse mileage driven on the District's behalf at the then existing IRS

rate. Should Employee be required, after approval of the Board Chair, to work in excess of 40 hours in any month, Employee shall be compensated at the hourly rate of \$25.00 per hour.

The District shall be responsible for withholding federal, state and local taxes derived from the Employee's net income and other payroll taxes, workers' compensation, disability benefits or other legal requirements applicable to the Employee.

The Agreement will be reviewed annually by the Board of Directors and any adjustments in compensation, contingent on adequate funding, must be authorized by the Board and will become effective each succeeding January.

All reasonable expenses arising out of the Employee's work shall be reimbursed assuming the charges have been authorized prior to being incurred and with the provision of appropriate receipts.

The District reserves the right to amend or vary the terms and conditions of the Agreement from time to time. The Employee will be given not less than 60 days written notice of any significant changes to the terms and conditions of the Agreement. Should the District determine that there are not sufficient funds to continue employment of a Meter Technician under the terms of this Agreement, then the Board of Directors may modify or terminate this Agreement on that ground and Employee agrees that such condition of the District constitutes good cause to terminate or modify the employment relationship.

**ENTIRE AGREEMENT**

Both Parties represent that they are fully authorized and empowered to enter into this Agreement, and that the performance of the obligations under this Agreement will not violate or infringe upon the rights of any third-party, or violate any agreement between the Parties and any other person, firm or organization or any law or governmental regulation.

IN WITNESS WHEREOF the District has caused this agreement to be executed by its duly authorized officers and the Employee has set her hand as of the date first above written. SIGNED, SEALED AND DELIVERED in the presence of:

\_\_\_\_\_ Einen Grandi \_\_\_\_\_

\_\_\_\_\_  
[Signature of District Chairman]

\_\_\_\_\_ Jay Huebert \_\_\_\_\_

\_\_\_\_\_  
[Signature of Employee]