

**HONEY LAKE VALLEY**  
**RESOURCE CONSERVATION DISTRICT**

**Regular Meeting Minutes**

**February 24, 2016**

**Date:** Wednesday, February 24, 2016

**Location:** USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130

**Present:**

Board:	Jesse Claypool	Shaun Giese	Wayne Langston
	Larry Cabodi	Laurie Tippin	
Staff:	Tim Keeseey	Than King	
	Eric Peitz	Christy Smith	
Attendees:	Joe Egan	John Mallery	

**I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

Meeting was called to order by Chairman Jesse Claypool at 3:33 pm, pledge of allegiance was completed and quorum was noted.

**II. APPROVAL OF AGENDA**

Wayne made a motion to amend Item VII. B. "Appoint Baxter Creek Representative to the WAC" to add David Schroeder as a possible representative, Larry seconded and the motion passed. All.

**III. PUBLIC COMMENT**

None.

**IV. CONSENT ITEMS**

**A. Approval of 1/27/16 regular meeting minutes (attachment).**

Shaun made a motion to approve the 1/27/16 regular meeting minutes, Laurie seconded and the motion passed. All.

**B. Approval of January/February 2016 Treasurer's Report.**

The January/February 2016 Treasurer's Report was tabled until the March meeting due to Merry's absence.

**V. REPORTS**

**A. District Manager – Keeseey.**

Tim presented his report. He will be changing the monthly meeting time on the website. A field trip to Jack Hanson's ranch to view juniper removal is in the works.

**B. Correspondence – Wheeler.**

Presentation of correspondence and phone/visitor logs was tabled until the March meeting since Merry was ill and unable to attend. Jesse and Tim discussed the purpose of employee phone/visitor logs.

**C. NRCS Agency Reports – Peitz.**

Eric presented his report and introduced Christy Smith, the new NRCS Farm Bill Assistant.

**D. Lassen SWAT – Tippin.**

A SWAT meeting was held on February 11<sup>th</sup> to review draft MOU, funding opportunities, and outreach efforts.

**E. Buffalo Skedaddle Sage Grouse Working Group – Keeseey.**

Tim said that the USGS presented their report on radio telemetry data related to the Rush Fire at a meeting on 2/4/16. He also said the BSSGWG discussed conservation strategies at their meeting on 2/18/16.

**F. WAC Report - Cabodi.**

Larry presented an overview of the February WAC meeting, which included approval of a FY16-17 Watermaster budget.

**G. Unagendized Reports by Board Members.**

Jesse discussed the intent of the "Unagendized Reports by Board Members" item. He used the example of the LBIRWMP MOU and explained how it was circulated to and signed by the members of the RWMG. These efforts have led to the local community receiving \$1.9 million in IRWM Implementation funds water infrastructure improvement projects.

Laurie reported on the CARCD Board of Directors board retreat. Sustainable fund development and certification for Tier 1 standards were discussed.

The board decided to add a new topic to the "Reports" section of the agenda titled "Modoc Regional RCD/CARCD. Laurie will be responsible for the contents.

**VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION - RCD**

**A. Approve creation of the following committees and appoint members – Giese/Tippin.**

1. Finance Committee: Laurie made a motion to create a finance committee to oversee financial, budget and audit issues. She suggested that Wayne (as board treasurer) and Shaun be the Finance Committee members. Shaun seconded and the motion passed. All.
2. Policy Committee: Laurie made a motion to create a policy committee consisting of Jesse and Larry, Shaun seconded and the motion passed.
3. Fund Raising and Outreach Committee: Laurie made a motion to create a fund raising and outreach committee. The motion died for lack of a second.

**B. Discuss Draft Honey Lake Valley RCD Strategic Plan (2016-2020) and 2016 Annual Operations Plan – Keeseey.**

Keeseey presented the Draft RCD Strategic Plan. The Board will have a month to review the Strategic Plan and provide comments to Keeseey before the March meeting where the Final draft will be presented for approval. Keeseey presented the first draft of the Annual Work Plan. A complete draft will be presented at the March meeting and brought back for approval at the April meeting.

**C. SingletonAuman proposal for payroll services – Keeseey for Wheeler.**

Shaun made a motion to approve the proposal for payroll services submitted by SingletonAuman, Larry seconded and the motion passed on a 4 to 1 vote (Laurie voted no because she felt a third bid was needed).

**D. Approve contract between Trout Unlimited and the RCD to coordinate the Pine Creek CRMP and Pine Creek CRMP Technical Review Team (TRT) – Keeseey.**

The above item was tabled until the March meeting.

- E. **Approval to pay mileage (280 miles round trip Chico to Ukiah) for district manager to attend the CARCD Leadership Academy retreat in Ukiah from 3/3/16 – 3/5/16) – Keesey.**

Shaun made a motion for approval to pay mileage (280 miles round trip Chico to Ukiah) for the district manager to attend the CARCD Leadership Academy retreat in Ukiah from 3/3/16 – 3/5/16), Laurie seconded and the motion passed. All.

**VII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION - WATERMASTER**

- A. **Reappoint Todd Swickard (Lower Susan River rep) and Daren Hagata (Willow Creek rep) to four year WAC terms (2016-2020) – Langston.**

Larry made a motion to reappoint Todd Swickard (Lower Susan River rep) and Daren Hagata (Willow Creek rep) to four year WAC terms (2016-2020), Wayne seconded and the motion passed. All.

- B. **Appoint Baxter Creek rep to the WAC for the remaining two years of the term (2016-2018). Candidates: John Bentley, Barbara Howe, Laurel Marsters and Dave Schroeder – Langston.**

Larry made a motion to appoint Laurel as the Baxter Creek rep and Shaun seconded, but Jesse, Laurie and Wayne voted no (3/2 no).

Laurie then made a motion to appoint Dave, Wayne seconded, Jesse voted yes and the motion carried (3/2 yes).

- C. **Appoint LIC rep to the WAC (Ramsey Wood) – Langston.**

Larry made a motion to appoint Ramsey Wood as the LIC rep to the WAC, Shaun seconded and the motion passed. All.

- D. **Approve recommendation from the WAC to move \$5,000 from the Legal/Technical line item to the Equipment line item to purchase water measurement equipment – Keesey.**

Shaun made a motion to approve the recommendation from the WAC to move \$5,000 from the Legal/Technical line item to the Equipment line item to purchase water measurement equipment, Wayne seconded and the motion passed. All.

- E. **Approve recommendation from the WAC to purchase velocity probe for \$1,000 – Keesey.**

Laurie made a motion to approve recommendation from the WAC to purchase velocity probe for \$1,000, Larry seconded and the motion passed. All.

- F. **Approve revisions to SRWSA Rules and Regulations allowing the RCD to remove any individual from the WAC – Keesey.**

The board would like to see additional due process identified for the method of removing WAC members. This item to be revisited at a later date.

**VIII. ADJOURNMENT**

Shaun made a motion to adjourn the meeting, Wayne seconded, and the meeting was adjourned at 6:04 pm. The next regularly scheduled Honey Lake Valley RCD meeting is Wednesday, March 23, 2016 at 3:30 pm at the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130.

Respectfully submitted,

Merry Wheeler  
Executive Secretary

APPROVED: \_\_\_\_\_

Jesse Claypool, RCD Board Chairperson

DATE: March 23, 2016