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BOS & GW 8/2/17

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

**REGULAR MEETING MINUTES**

**Date:** Wednesday, June 28, 2017

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

**Present:** Board: Jesse Claypool Dave Schroeder  
Laurie Tippin Will Johnson

Staff: Ian Sims Merry Wheeler

Attendees: Eric Peitz

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

Board Chair Jesse Claypool called the meeting to order at 5:30 pm, pledge of allegiance was done and quorum was noted. Board Member Wayne Langston was not in attendance.

**II. APPROVAL OF AGENDA**

Board Member Laurie Tippin made a motion to approve the agenda, Board Member Will Johnson seconded and the motion passed. All.

**III. PUBLIC COMMENT**

Per RCD Board Policy No. 5030.4.1, during this portion of the meeting any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the District. Five (5) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.

None.

**IV. CONSENT ITEMS**

**A. Approval of 4/26/17 closed session minutes, 4/26/17 regular meeting minutes and 5/24/17 regular meeting minutes.**

**B. Approval of April/May 2017 and May/June 2017 Treasurer's Reports.**

It was noted that Liz Norton and Amy Holmen of LLTT were attendees at the 4/26/17 board meeting and that the minutes should be changed to reflect their presence. BM Tippin made a motion to approve the consent items with changes, BM Johnson seconded and the motion passed. All.

**V. REPORTS**

**A. District Manager Report – Sims.**

District Manager Ian Sims presented his report. He noted that moving forward he will be reporting RCD budget updates quarterly. He also said the apportionment/assessment documents had been mailed to water users. The DOC/RCD executed agreement was discussed with the board.

DM Sims stated SWAT plans to have an unmanned both at the upcoming Lassen County Fair that will have various materials available from UCCE office. He also mentioned that the RCD has received the first payment from the Lassen Creek Watershed project (SNC) but that the RCD must open a separate, interest-bearing checking account in which to deposit funds and pay contractors. He is still waiting for Bill Curley's reply on the third priority water rights issue.

**B. Correspondence – Wheeler.**

Executive Secretary Merry Wheeler presented correspondence from Deputy Watermaster Mitch Otto to the Baxter Creek water users announcing the WAC vacancy as well as the budget and assessment/apportionment letter that was sent to all water users in the SRWSA.

**C. NRCS Agency Report – Peitz.**

District Conservationist Eric Peitz presented his report and noted that no apps have been selected for funding during the batching period ending 5/26/17. He also stated that due to anticipated budget shortfalls in FY 2018 some agreement requests previously approved will no longer be able to be funded, including the HLVRCD cooperative agreement.

**D. Lassen SWAT – Tippin/Sims.**

Nothing to report for June.

**E. Buffalo Skedaddle-Sage Grouse Working Group – Sims.**

DM Sims stated there was nothing to report for June.

**F. WAC Report – Langston.**

There was no WAC meeting in June.

**G. Modoc Regional RCD/CARCD Report – Tippin.**

BM Tippin presented her summary notes from the CARCD Board of Directors meeting held on 6/20/17. The annual CARCD conference is in Sacramento from 11/15/17 through 11/18/17. She asked if the board thought any ranchers or farmers might be interested in contributing to the sponsor packages at the conference. The board suggested she speak with BM Langston to see if Panorama Beef might be able to sponsor the conference.

**H. Fire Safe Council Report – Johnson.**

BM Johnson attended the last meeting and reported that they are looking for contractors for their projects.

**I. Unagendized Reports by Board Members.**

BM Johnson suggested possibly presenting a seminar on no-till farming sometime in the future. He also noted that a fair booth or an entry in the chili cook off at the LLTT Rails to Trails event in October might be ways to make the RCD more visible.

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

**A. Consideration and approval to pay CARCD annual dues of \$300 – Tippin/Sims.**

Board Member Dave Schroeder made a motion to approve payment of CARCD annual dues of \$300, BM Johnson seconded and the motion passed. All.

**B. Consideration and approval of optional donation of \$100 to CARCD – Tippin/Sims.**

BM Tippin made a motion to approve an additional \$100 donation to CARCD for 2017/2018. It was noted this is not necessarily an annual donation. BM Schroeder seconded and the motion passed. All.

**C. Consideration and approval to open interest-bearing money market checking account with Tri-Counties Bank in the amount of \$75,000 for SNC Lassen Creek Watershed Restoration project – Sims/Wheeler.**

BM Schroeder made a motion to approve opening an interest-bearing money market checking account with Tri-Counties Bank in the amount of \$75,000 for SNC Lassen Creek Watershed Restoration project, BM Johnson seconded and the motion passed. All.

**D. Consideration and approval to make all board members signatory on all Honey Lake Valley RCD and Watermaster checking and savings accounts – Wheeler/Sims.**

BM Schroeder made a motion to make all board members signatory on all Honey Lake Valley RCD and Watermaster checking and savings accounts, BM Tippin seconded and the motion passed. All.

**E. Consideration and approval to pay SDRMA annual property/liability package program invoice of \$4,155.80 – Wheeler/Sims.**

BM Schroeder made a motion to pay SDRMA annual property/liability package program invoice of \$4,155.80, BM Johnson seconded and the motion passed. All.

**F. Consideration and approval to pay SDRMA annual workers' compensation program invoice of \$3,423.77 – Sims/Wheeler.**

BM Schroeder made a motion to pay SDRMA annual workers' compensation program invoice of \$3,423.77, BM Tippin seconded and the motion passed. All.

**G. Discussion of California Department of Conservation (DOC) 2017 RCD Financial Assistance Program Grant Agreement – Sims.**

DM Sims noted that the California Department of Conservation (DOC) 2017 RCD Financial Assistance Program Grant Agreement has been executed. He also stated that Item 4 of the agreement gives the RCD flexibility to move money around within the agreement with written approval, if necessary.

**H. Discussion of revised Policy 2700 – Sims.**

DM Sims stated that "employees" has been replaced by "representatives". He also noted that the wording in 2700.4.18 still needs to be revised. DM Sims will revise Policy 2700.4.18 and provide drafts for signatures at the next RCD Board Meeting.

**VII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – WATER MASTER**

**A. Approval to pay Lozano-Smith Inv. #2028255 dated 6/12/17 in the amount of \$522 – Sims/Wheeler.**

BM Schroeder made a motion to pay Lozano-Smith Inv. #2028255 dated 6/12/17 in the amount of \$522.00, BM Johnson seconded and the motion passed. All.

**B. Discussion of SRWSA Annual Newsletter 2017 – Sims.**


DM Sims discussed the SRWSA 2017 Annual Newsletter that accompanied the apportionment/assessment letter to water users. The board was impressed with the newsletter and complimented DM Sims and WM Otto on a job well done.

**VIII. ADJOURNMENT**

BM Schroeder made a motion to adjourn the meeting, BM Johnson seconded and the meeting was adjourned at 7:25 pm. All.

The next regularly scheduled Honey Lake Valley RCD meeting is Wednesday, July 26, 2017 at 5:30 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: July 26, 2017