

HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT

Regular Meeting Minutes

April 27, 2016

Emailed to
BDS & LW
5/24/16

Date: Wednesday, April 27, 2016

Location: USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96150

Present:

Board:	Jesse Claypool	Shaun Giese	Wayne Langston
	Larry Cabodi	Laurie Tippin	
Staff:	Tim Keesey	Merry Wheeler	
	Eric Peitz		
Attendees:	Clay Singleton		

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

Meeting was called to order by Chairman Jesse Claypool at 3:30 pm, pledge of allegiance was completed and quorum was noted.

II. APPROVAL OF AGENDA

Wayne made a motion to approve the agenda, Laurie seconded and the motion passed. All.

III. PUBLIC COMMENT

None.

IV. CONSENT ITEMS

- A. Approval of 3/23/16 regular meeting minutes and 4/18/16 special meeting minutes (closed session).**
- B. Approval of March/April Treasurer's Report.**

Wayne made a motion to approve the 3/23/16 regular meeting minutes, the 4/18/16 special meeting minutes (closed session) and the March/April 2016 Treasurer's Report, Shaun seconded and the motion passed. All.

V. REPORTS

A. District Manager – Keesey.

Tim presented and explained the new format of his report. He spoke about improvements he's made to the website, including a library that will include meeting notifications and success stories of projects. All board members liked the new website ideas.

Tim will be speaking with the Susan Christiansen Insurance Agency about health insurance for staff. He also noted that SNC wants to tour the Diamond Mountain project on June 1st.

He mentioned that Than intends to use the truck, trailer and side by side and that a use agreement with Lassen County needs to be established.

B. Correspondence – Wheeler.

I presented a letter from Laurel Marsters requesting that third priority water users' fees be suspended from the water chart. Wayne felt her request had been covered at the WAC meeting. Also included in the correspondence was a letter from the Law Offices of Eugene Chittock regarding a "Notice of Purchase and Sale of Water Rights and Notice of Change or Diversion Points" from the Gorbet Family Trust to Terry Mallery.

I also included an article Jesse wrote that was published in the "From Where I Stand" column of the Lassen County Times on 4/26/16.

C. NRCS Agency Reports – Peitz.

Eric presented his report and said that to date nine apps have been selected for funding at the Service Center for FY 2016. NRCS staff is trying to establish a soil health workshop for June of this year.

D. Lassen SWAT – Tippin.

Laurie said she had nothing to report.

E. Buffalo Skedaddle Sage Grouse Working Group – Keesey for Cabodi.

Tim reported there was a field trip to Chalk Bluff on 4/27/16.

F. WAC Report – Langston.

Wayne said that the WAC discussed Laurel's letter at the 4/14 meeting and determined that the district does not have the ability to remedy her situation. He said because of the small amount of water Baxter Creek gets it is not in the users' best interest to spend money to fix it. He stated that Mike Trask understood and that Than had actually done quite a lot of work at Baxter Creek. Laurie felt Laurel's letter deserved a response, and Jesse asked her to write a response and run it by Wayne prior to Jesse signing it.

G. Modoc Regional RCD/CARCD Report – Tippin.

Laurie attended a CARCD board meeting and will send out notes to the board. CARCD would like the dues to be paid prior to the 7/1/16 deadline. The CARCD Strategic Plan will be coming out for all RCDs' review and input.

H. Unagendized Reports by Board Members.

Laurie attended the Lassen County Fire Safe Council meeting on 4/4/16 and felt it was good to have the HLVRCD represented there.

Jesse, Wayne and Than attended a water workshop in Vinton in early April that they found informative. There were 50 or so attendees.

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

A. Determine whether the HLVRCD should be an active participant on the Fire Safe Council and which board member would be the representative – Tippin.

Laurie feels this would be a great opportunity for the RCD to "get back out there". Shaun will inform the board at the next meeting if he will be the RCD rep on the Fire Safe Council.

B. Discussion of board members' attendance at Special District Leadership Academy (SDLA) Conference in Napa July 10th through 13th. Scholarships for the registration fee (which does include some meals) are available – Tippin.

Laurie suggested a board member attend and mentioned there are scholarships available.

C. Discuss/approve FY2016/2017 RCD and Watermaster budgets – Keesey.

The FY2016/2017 RCD and Watermaster budget options were discussed at length. Tim was instructed to make changes to both the RCD and WM budgets and present them to the WAC at their May meeting for review. The RCD option is \$211,022 and the WAC option is \$200,000. Tim will bring both budget options to the RCD May meeting for final approval.

D. Discuss/approve 2016 Honey Lake Valley RCD Annual Work Plan - Keesey

Tim will bring back to May meeting with board suggestions.

E. Discussion of board member self-evaluation form results – Claypool.

Board discussed the self-evaluation forms, which among other things allows the board to see if they are all looking in the same direction. The board members will review the forms for further discussion at the May meeting.

F. Discuss/adopt Board Policy 4005.4, “Board Self-Evaluation” – Claypool.

Laurie would like to see “mays turned into shalls” in the first two bullets of the last sentence. Shaun made a motion to discuss/adopt Board Policy 4005.4, “Board Self-Evaluation”, Wayne seconded, Laurie and Larry voted no, Jesse voted aye and the motion passed.

G. Review/discuss LAFCO draft “Honey Lake Valley RCD Service Review (SR) and Sphere of Influence (SOI) – Wheeler.

I informed the board that John Benoit of LAFCO had been working on this document for several months and wanted the board to review it. Jesse mentioned it contained a great deal of valuable information. Laurie felt the report should be edited and was willing to update it.

H. Discuss new board member orientation booklet – Claypool.

Jesse said that this is not necessarily a training document but is an orientation for new board members to use as a starting point. Wayne asked if it became a public document if it could be given to potential board members in advance of appointment. Jesse said yes if phone numbers and email addresses were removed.

I. Discuss conservation workshop – Claypool.

Jesse said there had been tentative responses from those listed on the draft announcement. He is trying to find a location in which to have it – Jensen Hall is \$350/day. The Grange was mentioned as a possibility. Jesse noted the workshop goals are to educate and provide outreach to the community and that he anticipates water users and ranchers will attend. The board encouraged him to move forward with the workshop plan.

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

A. Discuss/approve Dyer Engineering agreement to provide on-call and project support to deputy watermaster – Keesey.

The item was tabled until Tim obtains three bids to bring back to the board.

B. Discussion and possible payment of Lozano Smith Invoice No. 49538 dated 2/18/16 and Invoice Nos. 200250 and 200251 dated 4/12/16 – Wheeler.

Jesse and I will review the invoices and bring them back next month.

C. Operations Manual discussion – Claypool.

Board needs a means to approve the Operating Manual. Jesse noted this is a policy issue and not under WAC purview. Than is to follow direction re: lockable/measurable. Administration can work to put together more training documents. The bottom line is that the board has to have a legal

based policy in place for the deputy watermaster to follow. We need to obtain a legal opinion for our policy.

VIII. ADJOURNMENT

Larry made a motion to adjourn the meeting, Shaun seconded, and the meeting was adjourned at 7:33 pm. The next regularly scheduled Honey Lake Valley RCD meeting is **Wednesday, May 25, 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:

May 25, 2016