

HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT

REGULAR MEETING MINUTES (OPEN SESSION)

Date: Wednesday, September 28, 2016

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

Present:

Board:	Jesse Claypool	Larry Cabodi
	Wayne Langston	Laurie Tippin
Staff:	Merry Wheeler	Eric Peitz
Attendees:	Liz Norton	Amy Holmen

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

Chairman Jesse Claypool called the meeting to order at 3:32 pm, pledge of allegiance was done and quorum was noted.

II. APPROVAL OF AGENDA

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

III. PUBLIC COMMENT

None.

IV. CONSENT ITEMS – RCD

A. Approval of 8/24/16 closed session and regular meeting minutes.

Larry made a motion to approve the 8/24/16 closed session minutes and the 8/24/16 regular meeting minutes, Wayne seconded and the motion passed. All.

B. Approval of August/September 2016 Treasurer's Report.

Larry made a motion to approve the August/September 2016 Treasurer's Report, Wayne seconded and the motion passed. All. Wayne stated that someone asked why bills were not approved by the board prior to being paid. He told the person the Board feels the Treasurer's Report is sufficiently transparent, especially since there are so few monthly bills.

V. REPORTS

A. District Manager

No report.

B. Correspondence – Wheeler.

Several pieces of correspondence were shared with the board, one of which was a letter from SDRMA recognizing the HLVRCD for not having any property claims during the past year. Jesse asked that anyone with thoughts on what made our district successful in preventing property/liability issues to please let him know so that he could inform SDRMA.

C. NRCS Agency Report – Peitz.

Eric reported that 15 total contracts were obligated in FY 2016. He also mentioned that Christian Siemer will be starting on 10/3/16. The NRCS/RCD agreement has been processed. The draft of a new NRCS/RCD

agreement with the RCD will be on the October meeting agenda. He also noted that the annual CARCD conference in Ontario, CA will be held November 16-19.

D. Lassen SWAT – Tippin.

Laurie had nothing to report.

E. Buffalo Skedaddle-Sage Grouse Working Group

Nothing to report.

F. WAC Report – Langston.

There was not a quorum for the September meeting.

G. Modoc Regional RCD/CARCD Report – Tippin.

The Modoc RCD is hosting the Modoc Regional RCD meeting on October 18th in Alturas from 10:00 AM to 2:00 PM.

H. Fire Safe Council Report – Cabodi.

Larry was not able to attend the meeting. He did mention that tree mortality is a huge issue. The question of what to do with the dead trees is a big problem. It's not at an emergency level yet but could be soon is nothing is done.

J. Unagendized Reports by Board Members.

Laurie mentioned the LAFCO Sphere of Influence meeting will be held on 10/17/16. Jesse will attend.

Jesse told the board he'd been elected chair of the LBIRWMP.

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

A. Discussion and possible action regarding District Manager vacancy – Claypool.

Laurie made a motion to offer the part time District Manager position to Ian Sims and negotiate a work schedule and pay with him, Larry seconded and the motion passed. All.

B. Presentation by, discussion with, and decision to partner with Lassen Land & Trails Trust to jointly submit a grant proposal to complete planning and development of trailheads and trail improvement along the Modoc Line Rail Trail – Tippin/Norton.

Laurie introduced Liz Norton, Vice Chair and Amy Holmen, Land Manager from Lassen Land & Trails Trust to present a partnership proposal. LLTT needs CEQA/NEPA clearance and needs the RCD's help to apply. The Modoc Line Rail Trail moves along the 395 corridor. Safety is a big concern as there are many repairs needed. Laurie feels the project has great potential. Laurie made a motion to prepare a MOU or agreement to formalize the partnership, Wayne seconded and the motion passed. All.

C. Update and discussion on the Lahontan Basins Storm Water Resources Plan grant award and update on IRWMP – Claypool.

Jesse said the IRWMP implementation is underway. There is a punch list of items that need to be addressed. Jesse has a call in to Shane Dyer on the next steps.

D. Discuss whether Policy 5020 should be revised to require that regular agenda topics be directly tied to the approved Strategic Plan – Tippin.

I was asked to send Laurie an agenda to use in making an example of tying agenda topics to the Strategic Plan.

- E. Revise and approve draft Annual Work Plan, Goal 1.1 items; identify steps needed to approve remaining items in draft Annual Work Plan – Tippin.**

Laurie would like to add a column for the completion date. Larry feels the associate director issue should be addressed. Board members were asked to identify any goals that have been met and send to Laurie by 10/16.

- F. Discussion on the need for the Butte County RCD's most recent audit and the expense to obtain it – Tippin.**

Laurie asked Jesse why he wants the Butte County RCD's most recent audit. It was noted the HLVRCD pays \$6,200 for a 25 page audit. Why are we paying so much when the BCRCRD audit has 366 pages? It was also noted that it is illegal for the BCRCRD to charge \$1/page for copies. Jesse feels the BCRCRD needs to know there are deficiencies in their process. The majority of the board felt the matter should be let go.

- G. Approval to amend the IRWMP MOU and bylaws to add Modoc Regional RCD – Claypool.**

Larry made a motion to amend the IRWMP MOU and bylaws to add the Modoc Regional RCD, Wayne seconded and the motion passed. All.

- H. Approval of letter to Governor Brown supporting Honey Lake Power – Claypool.**

Larry made a motion to approve the letter to Governor Brown supporting Honey Lake Power, Laurie seconded and the motion passed. All.

- I. Discussion/approval of Brown Action training – Claypool.**

Jesse thinks it would be a good idea to share the cost of Brown Act training with other boards and public agencies. He will email Dane at CSDA asking about the possibilities of this.

- J. Approval for direct deposit of payroll – Claypool.**

It was noted that oversight of payroll will be accomplished by supervisor's signature of timesheet. Larry made a motion to approve direct deposit of payroll, Laurie seconded and the motion passed. All.

- K. First reading of revised Policy 2340 "Payroll Direct Deposit" – Claypool.**

There was a long discussion of which box on the direct deposit form should be checked. Laurie doesn't feel the employee should be able to have his/her check deposited in more than one account. I was directed to ask Liz (payroll person) if the \$1.75 charge per direct deposit is per employee cost.

- L. Advertise/announcement for board members per Community Outreach Plan – Claypool.**

I was asked to send the Public Outreach Plan to Laurie. It should be submitted to the Board of Supervisors by the end of October and run concurrently with outreach for associate directors.

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

- A. Approval to pay Lozano Smith Invoice #2010607 dated 9/12/16 in the amount of \$348 for general legal services – Claypool/Wheeler.**

After some board discussion, Wayne made a motion to pay Lozano Smith Invoice #2010607 dated 9/12/16 in the amount of \$348 for general legal services, Larry seconded and the motion passed. All.

- B. Update from 9/2/16 meeting regarding Easley/Schroeder watermaster service fees – Langston.**

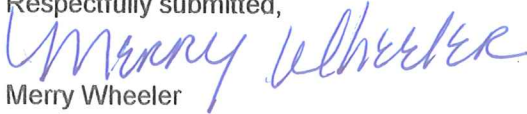
Wayne has not heard of any update or result on this matter. He has a call in to Dave Schroeder but has not heard back from him. Eugene Chittock, Dave Schroeder's attorney, will petition the court for the transfer. Schroeder and Easley will resolve the monetary issue between themselves.

VIII. ADJOURNMENT

Larry 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, October 26, 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:

December 13, 2016