



**PUBLIC NOTICE**  
**Board Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**1516 Main Street**  
**Susanville, CA 96130**  
**(530)260-0067**

Attachments available 08/25/2025 at [www.honeylakevalleyrcd.us](http://www.honeylakevalleyrcd.us)

**Date: Thursday, August 28th, 2025**  
**Location: 1516 Main Street, Susanville CA 96130**

**MEETING MINUTES**  
**\*votes taken via role call\***

NOTE: THE HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT MAY ADVISE ACTION ON ANY OF THE AGENDA ITEMS SHOWN BELOW.

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED ABOVE AT LEAST A DAY BEFORE THE MEETING.

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

Board member Jesse Claypool called the meeting to order at 5:37PM, and a quorum was noted.

**II. APPROVAL OF AGENDA**

Board member Robin Hanson made a motion to approve the agenda, Board member Wayne Langston seconded, and the motion passed. All.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.*

**III. PUBLIC COMMENT - NONE**

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.

Caleb Griffin from LARP Co-Op came to discuss the Harvest Hootenanny being held October 4th at Wemples Pumpkin Patch. The event will include a resource fair and the RCD and partners were asked to participate.

#### **IV. CONSENT ITEMS –**

- A. Correspondence - received
- B. Meeting Minutes - 5/15/2025, 07/27/2025
- C. Financial Reports - attached

Board member Laurie Tippin made a motion to approve the consent agenda items, Board member Robin Hanson seconded and the motion passed. All.

***Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity.***

- A. Consideration and approval of ballot submission for SDRMA Board of Directors election (attachment)

Board Member Laurie Tippin made a motion to approve 4 candidates (Tom Wright (Incumbent), Mike Scheafer (Incumbent), Robert Housley, CSDM (Incumbent), and Virginia Chang Kiraly), Board member Robin Hanson seconded and the motion passed. All.

***Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.***

- B. Consideration and approval of Honey Lake Valley Resource Conservation District Resolution 2025-02 to allow the RCD to maintain bank account at California Class (attachment)

Board member Wayne Langston made a motion to approve the Resolution, Board member Robin Hanson seconded and the motion passed. All.

***Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity***

- C. Consideration and approval for the District Manager and board Treasurer to deposit into the RCD California CLASS account from the U.S. Bank Grants Checking Account.

Board member Robin Hanson made a motion to approve the deposit. Board member Wayne Langston seconded and the motion passed. All.

***Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.***

- D. Consideration and approval of amended Policy 2420. Salaried Personnel (attachment)

Board member Robin Hanson made a motion to approve the amended policy. Board member Laurie Tippin seconded and the motion passed. All.

***Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.***

- E. Consideration and approval of Policy 2058. Compensation for Meetings & Travel (attachment)

Board member Laurie Tippin made a motion to table this item. Board member Robin Hanson seconded and the motion passed. All.

***Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.***

- F. Consideration and comment on Articles III, IV and V of the 3rd draft CARCD bylaws, including review of the disposition of the RCDs Sept. 2024 comments on 1st bylaws draft. (attachment)

Comment was given to support as drafted.

***Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.***

- G. Consideration and approval of FY 24/25 Engagement Letter with Larry Bain, CPA for audit services (attachment)

Board member Laurie Tippin made a motion to approve the letter, but change the RCD to HLVRCD, Board member Robin Hanson seconded and the motion passed. All.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.*

- H. Consideration and approval for District Manager to offer and enter into MOU with Modoc RCD for Wildlife Connectivity Regional Wildlife Working Group Coordinator (attachment)

Board member Laurie Tippin made a motion to approve the DM to offer and enter MOU. Board member Robin Hanson seconded and the motion passed. All.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity & Tie to the Strategic Plan: Strategic Issue 2 –Prioritize the Conservation Needs of the Community*

- I. Consideration and approval of 24/25 Annual Work Plan (attachment)

Board member Robin Hanson made a motion to approve the AWP. Board member Laurie Tippin seconded and the motion passed. All.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.*

## **II. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – WATERMASTER**

- A. Discussion of Fiscal Year End apportionment collections

Discussion was held.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.*

- B. Discussion of Old Channel Infrastructure

Discussion was held.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity.*

## **V. REPORTS**

- A. District Manager Report – Siemer (attachment)

Kelsey gave updates on current grant projects, pending grant applications, and administrative duties.

- B. Watermaster / WAC Report – Burvant

No WAC meeting in August. Next meeting September 11th.

- C. CARCD Report -Hanson

Robin gave updates regarding the CARCD in-person August meeting..

- D. Unagendized reports by board members

None.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD Leadership & Organizational Capacity & Strategic Issue 2 - Prioritize the Conservation Needs of the Community*

## **VI. ADJOURNMENT - 8:30PM**

The next Honey Lake Valley RCD meeting will be **September 25th at 5:30 PM.** The

location is 1516 Main Street, Susanville, CA.

*Respectfully Submitted,*



Kelsey Siemer  
District Manager

APPROVED:   
\_\_\_\_\_  
Jesse Claypool, RCD Board  
Chairperson

DATE: 09/25/2025