



HONEY LAKE VALLEY
RESOURCE
CONSERVATION
DISTRICT

PUBLIC NOTICE

Meeting of the:

Honey Lake Valley Resource Conservation District

Attachments available 7/22/19 at www.honeylakevalleyrhd.org

Date: Thursday, July 25, 2019

Location: USDA Service Center
170 Russell Avenue, Suite C
Susanville, Ca. 96130
(530) 257-7271 x100

Time: **5:30 PM**

MEETING MINUTES

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 5:42pm, the pledge of allegiance was recited, and a quorum was noted. Board Member Will Johnson absent.

II. APPROVAL OF AGENDA

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

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

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.

IV. CONSENT ITEMS

A. Approval of 6/19/19 meeting minutes (attachment)

Board Member Jesse Claypool noted that 'no reportable action' be added to closed session report.

Board Member Wayne Langston made a motion to approve 6/19/19 minutes with noted change, Board Member Laurie Tippin seconded, and the motion passed. All.

B. Treasurer's Report (attachment)

PTO accrual is and will be an addition to the Treasurer's Report. Number of required signatories and check

amounts discussed.

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

V. REPORTS

- A. District Manager Report (attachment) – Meyer
- B. NRCS Agency Report – Stephens
No Report.
- C. Lassen SWAT – Sims/Tippin
- D. WAC Report – Langston
WAC meeting update and current WM issues discussed.
- E. Modoc Regional RCD/CARCD Report – Tippin
Upcoming CARCD conference theme and attendance discussed. Board will need to decide on a delegate, as Tippin will be unable to do so this year.
- F. Fire Safe Council Report – Johnson
No report.
- G. IRWMP Report – Claypool
RWMG meeting and IRWM application discussed.
- H. Unagendized reports by board members
Board Member Jesse Claypool discussed introducing Meyer and Adams to the Board of Supervisors. Discussion of an RCD Fall Mixer – Date TBD.

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

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

- A. Consideration and approval of Larry Bain's 2018 Audit report and Management Representation Letter (attachments)
Audit report discussed with many questions from Board Members.
Action: Board Members to send questions to Meyer by 8/2/19. Questions will be forwarded to Auditor. Consideration and approval of Management Letter Tabled until 9/3/19 meeting.

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

- B. Consideration and approval of CARCD membership dues (attachment)
Dues amount was calculated in the amount of \$183. Board Members discussed and approved an additional \$117 donation, for a total of \$300 in dues.
Board Member Laurie Tippin made a motion to approve the final dues amount of \$300, Board Member Wayne Langston seconded, and the motion passed. All.

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

- C. Consideration of and submit vote for SDRMA Board Election (attachments)
Board discussed and agreed to vote for the two incumbants and Board Member, Jesse Claypool.

Board Member Laurie Tippin made a motion to submit the votes, 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 Feather River RCD MOU (attachment)

Board discussed edits and minor changes to MOU language.

Board Member Wayne Langston made a motion to approve the MOU with changes, Board Member Laurie Tippin seconded, and the motion passed. All.

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

- E. Discussion of August Board Meeting Date and Time

Meeting will be held September 3rd, 2019 at 5:30pm.

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

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

- A. Consideration and approval of Lozano Smith invoices 2086668, 2086669 totaling \$957.00 (attachments)

Tabled until further clarification from Lozano Smith on charges.

Tie to the Strategic Plan: Strategic Issue 1.4 – Watermaster services are professionally provided.

- B. Consideration and approval of 2019-2020 Apportionment Assessment Certification letter to the County Auditor (attachments)

Board Member Wayne Langston made a motion to approve, Board Member Laurie Tippin seconded, and the motion passed. All.

Tie to the Strategic Plan: Strategic Issue 1.4 – Watermaster services are professionally provided.

VIII. ADJOURNMENT TO CLOSED SESSION

- A. Personnel – Certain personnel matters pursuant to Government Code Section 54957 – District Manager Kayla Meyer

CANCELLED – Special Meeting to Follow.

IX. RECONVENE IN OPEN SESSION

X. ADJOURNMENT

The next Honey Lake Valley RCD meeting will be _____. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Meeting adjourned – 7:50PM.

Respectfully Submitted,

APPROVED: 
Jesse Claypool, RCD Board Chairperson

DATE: September 3rd, 2019



Kayla Meyer
District Manager