



**PUBLIC NOTICE**  
**Regular Board Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**170 Russell Ave. Suite C**  
**Susanville, CA 96130**  
**530-257-7271 ext. 100**

Attachments available 1/25/2021 at [www.honeylakevalleyrcd.org](http://www.honeylakevalleyrcd.org)

**Date:** **Thursday January 28th, 2021**

**Location:** **HELD REMOTELY Via ZOOM**

This Virtual Meeting is held pursuant to Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 that directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. Executive Order N-33-20, prohibits people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

Note: Pursuant to the Brown Act, Section 54953(b)(2). Section (b) (2) requires that all votes taken during a teleconference meeting shall be by roll call. Any agenda item may be discussed in a different order, if necessary. The Board may take action whether items are listed as action, information or discussion. The meeting is being held solely by remote means and will be made accessible to members of the public seeking to attend and address the Board solely through the phone number set forth below.

**Time:** **3:30 PM**

**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 3:35pm, and a quorum was noted. Missing Laurie Tippin and Wayne Langston.

**II. APPROVAL OF AGENDA**

Board member Will Johnson made a motion to approve agenda, Board member Robin Hanson 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.

### **I. CONSENT ITEMS**

- A. Approval of Meeting Minutes: 11/25/2020 and 12/9/2020
- B. Treasurer's Report
- C. Correspondence

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

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

### **II. REPORTS**

- A. District Manager Report – Stuemky
  - Stuemky reported on bank account updates, NACD UAC grant application, CalRecycle grant updates, 700 Form due dates, and future grant opportunities.
- B. NRCS Agency Report – Stephens
  - Stephens reported on the NRCS workload for 2021 so far, NACD Soil Tech extension opportunity, and other CA RCD and NRSC work.
- C. WAC Report – Langston
  - Adams reported that the snowpack reports are not great, but there's a small chance for 100% if we continue to get storms. Busy start to irrigation season. Weather station was installed on Diamon Mountains, maintained by USFS.
- D. Modoc Regional RCD/CARCD Report – Tippin
  - NONE.
- E. Fire Safe Council Report – Johnson
  - Johnson reported that there was going to be an expansion of the TPI Project with LFSC.
- F. IRWMP Report – Claypool
  - Claypool reported that he contacted Joe Egan about the Johnstonville Dam project to get an update. A RWMG meeting is needed for a future date. The DACI grant is moving forward as JUB Engineering has finished their project

proposal.

- G. Unagendized reports by board members – Stuemky reminded the board that 700 forms are due soon, CSDA has online on-demand trainings available as well.

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

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

- A. Annual Organizational Meeting (RCD 5010.5; PRC 9306 & 9307)
1. Election of officers (chairman, vice-chairman and secretary/treasurer).
    - Hanson nominated Claypool as chairman, Johnson as Vice-chairman, and Langston as Secretary/treasurer. Board member Will Johnson seconded and the motion passed. All.
  2. Appointment of District Manager as board secretary.
    - Board member Will Johnson made a motion to appoint the DM as the board secretary, board member Robin Hanson seconded and the motion passed. All.
- B. File Statement of Facts with the Secretary of State
- C. Assignment of committees (SWAT, WAC, Modoc Regional RCD/CARCD, Fire Safe Council, IRWM)
- SWAT – Hanson, WAC – Langston, Modoc Regional RCD/CARCD – Tippin, Fire Safe Council – Johnson, IRWM - Claypool
- D. Policy update/revisions (RCD 5010.1) Place and time of meetings
- Meeting times have been designated as the 4<sup>th</sup> Thursday of each month, following the previous years times of 3:30PM and 5:30PM, designated on the yearly calendar. Will continue to meet via Zoom in regards to Executive Order N-29-20.
- E. Approval and adoption of 2021 RCD calendar (attachment)
- Board member Will Johnson made a motion to approve the calendar with designated changes, board member Robin Hanson seconded and the motion passed. All.

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- F. FYE 21 mid-year budget review (attachment)

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity & 2 – Stay Relevant to the Conservation Needs of the Community*

- G. Consideration and approval of Urban Agriculture Conservation Resolution 01-2021. (attachments)
- Board member Will Johnson made a motion to approve the UAC Resolution, board member Robin Hanson seconded and the motion passed. All.

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- H. Consideration and approval of policy changes regarding sick leave policy # 2520. (attachment)
- Board member Will Johnson made a motion to approve policy #2520, board member Robin Hanson seconded and the motion passed. All.

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- I. Consideration and approval of Employee Handbook changes regarding paid holidays, section 6.6 - pg. 25. (attachment)
- Board member Robin Hanson made a motion to approve the employee hand book changes, board member Will Johnson seconded and the motion passed. All.

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- J. Consideration and approval of HLVRCD to manage contracts for CalTrans regarding the Honey Lake Rest Area system which needs effluent and groundwater monitoring and reporting, as well as monthly O&M that is divided into monthly, quarterly and annual tasks. (attachments)
- Died due to lack of a motion.

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- K. Consideration and approval to apply to extend funding for NACD TA Soil Conservation Technician position.
- Board member Will Johnson made a motion to approve the application to extend funding for the NACD position, board member Robin Hanson seconded and the motion passed. All.

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

- A. Consideration and approval for purchasing AutoCAD software for \$1521/year.
- Board member Will Johnson made a motion to approve the purchase of the AutoCAD software, board member Robin Hanson seconded and the motion passed. All.

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

- B. Consideration and Approval to pay BBK January 2021 Invoices #895897 (\$348.08) and #895898 (\$2,888.75) (attachments).
- Board member Robin Hanson made a motion to approve the payment of the BBK invoices, board member Will Johnson seconded and the motion passed. All.

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

**VIII. ADJOURNMENT – 01/28/2021 at 5:33PM**

The next Honey Lake Valley RCD meeting will be **February. 25th, 2021, at 3:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

*Respectfully Submitted,*



Andrea Stuemky  
District Manager

APPROVED:   
Jesse Claypool, RCD Board  
Chairperson

DATE: 02/25/2021