



**MEETING MINUTES**  
**Special Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
[www.honeylakevalleyrcd.org](http://www.honeylakevalleyrcd.org)

**Date:** Tuesday, November 13, 2018

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

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

**AGENDA**

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 Chair Jesse Claypool called the meeting to order at 3:47 pm, the pledge of allegiance was recited, and a quorum was noted. Board Member Laurie Tippin and Wayne Langston was absent.

**II. APPROVAL OF AGENDA**

Board Member Dave Schroeder made a motion to approve the agenda, Board Member William Johnson seconded, and the motion passed. All.

**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 9/25/18 and 10/8/18 special meeting minutes (attachment)
- B. Treasurer's Report (attachment)
- C. Correspondence

Dave Schroeder made a motion to approve the consent items, William Johnson seconded, and the motion passed. All.

**V. REPORTS**

- A. District Manager Report (attachment) – Sims  
  
(Please see November Agenda on HLVRCD website for full District Managers Report)  
Board directed Sims to look into the roles and responsibilities of the full-time capacity of the Project Coordinator position.
- B. NRCS Agency Reports – Vacant
- C. Lassen SWAT – Sims/Tippin
- D. WAC Report – Langston
- E. Modoc Regional RCD/CARCD Report – Tippin
- F. Fire Safe Council Report – Johnson
- G. IRWMP Report – Claypool
- H. Unagendized reports by board members

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

- A. **Consideration and approval to donate \$500 to the Conservation Strategy Group (attachment)**  
  
Dave Schroeder made a motion to approve item VIA, William Johnson seconded, and motion passed. All.
- B. **Consideration and approval of CARCD resolutions for the 2018 Annual Business Meeting (attachment)**  
  
Dave Schroeder made a motion to approve item VIB, William Johnson seconded, and motion passed. All.
- C. **Consideration and approval of 2019 RCD Calendar (attachment)**  
  
Dave Schroeder made a motion to approve item VIB, William Johnson seconded, and motion passed. All.
- D. **Employee Benefits Update (attachment)**  
  
Sims will follow up with detailed SEP coverages for all employees
- E. **Consideration and approval of Auditing Services (attachment)**  
  
Dave Schroeder made a motion to approve item VIE, William Johnson seconded, and motion passed. All.
- F. **Consideration and approval of FYE17 Audit (attachment)**  
  
Dave Schroeder made a motion to approve item VIF pending revisions suggested by Board and Clay Singleton, William Johnson seconded, and motion passed. All.
- G. **Discussion regarding appointing a representative for the BLM Resource Advisory Committee**  
  
William Johnson will bring back to the Board the specific application and any requirements needed to apply for appointment to the BLM RAC
- H. **Consideration and approval to pay sponsorship dues of \$50 to the North Cal-Neva Resource Conservation and Development Council, Inc. (attachment)**  
  
Dave Schroeder made a motion to approve item VIH, William Johnson seconded, and motion passed. All.
- I. **Consideration and Approval to become a CSDA Lassen Chapter Member**

This item was table to the next RCD Board meeting in order to have additional Directors input and to be readdressed as Consideration and Approval to continue to assist with the development of a CSDA local chapter.

**J. Consideration and Approval of a CEQA categorical exemption for the Lassen County Fire Safe Council, Inc. South Eagle Lake WUI Fuel Treatments project, Phase 1 (attachment)**

Tom Esgate and Tim Keesey of the Lassen Fire Safe Council presented the CEQA CE for the South Eagle Lake WUI Fuel Treatments project, Phase 1. Dave Schroeder made a motion to approve item VIJ, William Johnson seconded, and motion passed. All.

**VII. RECESS OF RCD PORTION OF MEETING**

**VIII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION- WATERMASTER**

**A. Consideration and approval of Lozano Smith, LLP invoice 2064422 and 2064423 for \$3,480.00 (attachment)**

Dave Schroeder made a motion to approve item VIIIA, William Johnson seconded, and motion passed. All.

**B. Consideration and approval of 2017/18 SRWSA Annual use Report (attachment)**

Dave Schroeder made a motion to approve item VIIIB contingent on adding units of measurement to the flow charts, William Johnson seconded, and motion passed. All.

**IX. RECESS OF WATERMASTER PORTION OF MEETING**

**X. RECONVENE RCD PORTION OF MEETING**

**XI. ADJOURNMENT**

Dave Schroeder made a motion to adjourn the meeting, William Johnson seconded, and the meeting was adjourned at 6:00 PM. All.

The next Honey Lake Valley RCD meeting will be **January 23, 2018, at 3:30 PM.** The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully submitted,



Ian Sims  
District Manager

APPROVED: 

Jesse Claypool, RCD Board Chairperson

DATE: December 6, 2018