



**PUBLIC NOTICE**  
**Special Meeting of the:**  
**Honey Lake Valley Resource Conservation District**  
**Attachments available 11/22/19 at**  
[www.honeylakevalleyrcd.org](http://www.honeylakevalleyrcd.org)

**Date:** Tuesday, November 26, 2019

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

**Time:** **3:30 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 3:40pm, the pledge of allegiance was recited, and a quorum was noted. Board member Wayne Langston not present and a Board member vacancy was noted.

**II. APPROVAL OF AGENDA**

Board member Laurie Tippin made a motion to approve the agenda, Board member Will Johnson 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.

**IV. CONSENT ITEMS**

Board member Laurie Tippin made a motion to approve consent items, Board member Will Johnson seconded, and the motion passed. All.

A. Approval of 10/24/19 meeting minutes (attachments)

B. Treasurer's Report (attachment)

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

## V. REPORTS

- A. District Manager Report (attachment) – Meyer

Board discussion of casting a bigger net for potential to fill Board vacancy.

- B. NRCS Agency Report – Stephens

Stephens updated district that three new NRCS employment positions were posted.

- C. Lassen SWAT – Meyer/Tippin

- D. WAC Report – Langston

- E. Modoc Regional RCD/CARCD Report – Tippin

Tippin discussed 2020 Spring dates for an upcoming Modoc Regional meeting and asked members to plan for an April date. Additionally, Tippin discussed that CARCD is working on baseline funding opportunities.

- F. Fire Safe Council Report – Johnson

- G. IRWMP Report – Claypool

- H. Unagendized reports by board members

Claypool updated board members that a Northeastern Chapter has been formed and that the District will take the lead of facilitating meetings under a 'fee for service' model. Board also discussed having the ability to donate on the website as well as a CARCD toolkit funding resource.

*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 Engagement Letter for 2019 Audit (attachment)

Board member Laurie Tippin made a motion to approve the letter, Board member Will Johnson seconded, and the motion passed. All.

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

- B. Consideration and approval of the 2020 Calendar. (attachment)

Board member Will Johnson made a motion to approve the calendar, Board member Laurie Tippin seconded, and the motion passed. All.

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

- C. Consideration and approval of Thompson Peak WUI Fuel Treatments Project – Letter of Support (attachment)

Board member Laurie Tippin made a motion to approve the letter, Board member Will Johnson seconded, and the motion passed. All.

*Tie to the Strategic Plan: Strategic Issue 1 – Build HLVRCD leadership & organizational capacity & 2 – Stay Relevant to the Conservation Needs of the Community & 3 – Capture Conservation Opportunities, as Appropriate.*

- D. Discussion of HLV RCD future involvement with RWMG Board.

Board discussion of future IRWMP/RWMG, project and funding opportunities. Board advised to wait for further funding and award announcements from DWR. Announcements to be used as a catalyst to begin conversation with other members of the RWMG board for decision of future activities.

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

- E. Consideration and approval of RCD Employee Handbook (attachment)

Board member Will Johnson made a motion to approve Handbook with proposed corrections, Board member Laurie Tippin seconded, and the motion passed. All.

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

- F. Consideration to cancel December Board Meeting and discussion to reschedule.

Board member Laurie Tippin made a motion to cancel December's regularly scheduled meeting for a special meeting, Board member Will Johnson seconded, and the motion passed. All.

Special meeting scheduled for December 19, 2019 at 3:30 pm.

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

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

- A. Consideration and approval of final draft of the 2018/2019 Susan River Watermaster Service Area Annual Use Report (attachment)

Board member Will Johnson made a motion to approve Annual Use Report, Board member Laurie Tippin seconded, and the motion passed. All.

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

- B. Consideration and approval of Lozano Smith invoice 209554 and 2095545, totaling \$1,220.50 (attachment)

Board member Will Johnson made a motion to approve invoice amounts, Board member Laurie Tippin seconded, and the motion passed. All.

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

**IX. ADJOURNMENT**

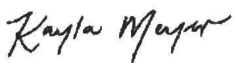
The next Honey Lake Valley RCD meeting will be **December 19, 2019 at 3:30PM**. The location is the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA.

Respectfully Submitted,

APPROVED:

  
Jesse Claypool, RCD Board Chairperson

DATE: **December 19<sup>th</sup>, 2019**



Kayla Meyer  
District Manager