

HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT

REGULAR MEETING MINUTES (REVISED ***)**

Date: Wednesday, January 24, 2018

Location: USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130

Present: Board: Jesse Claypool Dave Schroeder Wayne Langston (by phone)
Will Johnson Laurie Tippin
Staff: Ian Sims Merry Wheeler
Attendees: Eric Peitz, NRCS

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

Board Chair Jesse Claypool called the meeting to order at 3:40 pm, pledge of allegiance was done and quorum was noted. Board Member Wayne Langston attended telephonically and due to this all voting was polled. *****

II. APPROVAL OF AGENDA

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

None.

IV. CONSENT ITEMS

A. Approval of 12/8/17 special meeting minutes.

BM Laurie Tippin had revisions to Items V. F "Modoc Regional RCD/CARCD Report" and VI. H "Updates and information from board members that attended CARCD Annual Conference" and Wayne Langston had revisions to Item VI. B "Consideration and approval of Singleton-Auman audit proposal engagement letter to conduct the audit for HLVRCD for period ending 6/30/17".

B. Approval of December 2017/January 2018 Treasurer's Report.

C. Correspondence.

None received.

Due to the number of revisions to the Item A, "Approval of 12/8/17 special meeting minutes, the Board tabled the item until the February 28, 2018 meeting.

V. REPORTS

A. District Manager Report – Sims.

District Manager Ian Sims presented his report. There was some discussion on AB22, "New Option Now Legal for Records Retention" wherein public districts may now store duplicate records using an approved cloud-based storage service.

B. NRCS Agency Report – Peitz.

District Conservationist Eric Peitz presented his report. The first CSP sign up is set for 3/2/18. Scott Phillips will serve as Modoc Team Engineer for 120 days.

C. Lassen SWAT – Tippin/Sims.

The MOU has been approved and signed.

D. Buffalo Skedaddle-Sage Grouse Working Group – Sims.

The group met during the week of January 15th.

E. WAC Report – Langston.

BM Langston stated there was no WAC meeting held in January but there is a special meeting scheduled for February.

F. Modoc Regional RCD/CARCD Report – Tippin.

BM Tippin reviewed the 2018 California Water Bond Information document that was in the agenda packet. This proposition/bond provides \$8.8 billion for conservation and water management.

G. Fire Safe Council Report – Johnson.

BM Johnson asked if there was a sign for the SNC Lassen Creek Watershed Restoration project and was told that it's in the process of being made.

H. IRWMP Report – Claypool. *****

Moving forward, BC Claypool will present the IRWMP Report at each meeting.

I. Unagendized Reports by Board Members.

BM Johnson distributed a document with many of his ideas on it. Among them were the reformation of the Susan River Watershed (SRW) group as well as having the RCD host an HLVRCD Day/Open House, the objective of which would be to provide a relaxed and convivial atmosphere to engage with local government, interested stakeholders and the public, which would provide information regarding the RCD's activities, facilitate exchanges of ideas, etc.

BM Tippin as well as BC Claypool and BM Johnson attended the SNC meeting. She stated that the RCD was mentioned several times, which shows it's in the public's mind.

BM Schroeder led a discussion on wolf predation.

BC Claypool welcomed DM Sims back from vacation and announced to the Board and staff that the 1st Annual RCD BBQ/Mixer will be held at 3:00 pm on Saturday, 2/10/18 at his barn.

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

A. Annual Organizational Meeting (RCD 5010.5; PRC 9306 and 9307 – Claypool.

1. Election of officers (chairman, vice-chairman and secretary/treasurer).

BM Tippin made a motion to keep the officers as they are (BC Claypool as board chair, BM Tippin vice-chair, and BM Langston as secretary/treasurer, BM Schroeder seconded and the motion passed. All.

2. Appointment of Executive Secretary as board secretary.

BM Johnson made a motion to appoint ES Merry Wheeler as board secretary, BM Tippin seconded and the motion passed. All.

B. File Statement of Facts with the Secretary of State – Wheeler.

BM Langston made a motion to file Statement of Facts with the Secretary of State, BM Johnson seconded and the motion passed. All. The Statement of Facts was mailed on January 25, 2018.

C. Assignment of committees (SWAT, Buffalo Skedaddle, WAC, Modoc Regional RCD/CARCD, Fire Safe Council, Finance and Policy – Claypool.

The Board made the following committee assignments:

SWAT -	BM Tippin
Buffalo Skedaddle -	BM Schroeder
WAC -	BM Langston
Modoc Regional RCD/CARCD -	BM Tippin
Fire Safe Council -	BM Johnson
IRWMP -	Claypool *****
Finance -	BMs Schroeder and Langston
Policy -	BC Claypool and BM Johnson

DM Sims reminded the Board that if they needed to submit a report to have it posted a week before the meeting.

D. Policy update/revisions (RCD 5010.1) – Claypool.

1. Place and time of meeting.

BM Schroeder made a motion to continue to hold the HLVRCD meetings at 170 Russell Avenue, Suite C, Susanville on the fourth Wednesday of each month. From April through October the meetings will start at 5:30 pm and from November through March the meetings will start at 3:30 pm. BM Johnson seconded and the motion passed. All.

2. Addition of winter hours.

See above.

E. FYE 18 mid-year budget review – Sims.

DM Sims requested the FYE 18 mid-year budget review be tabled until the February meeting.

F. Consideration and approval of following policies: – Tippin/Sims:

- 1. Policy 2011 – Individual Development Plan**
- 2. Policy 2009.2 – Signature Acknowledgement Form**
- 3. Policy 2010 – Performance of Evaluation**

BM Tippin made a motion to approve Policy 2011 – Individual Development Plan, Policy 2009.2 – Signature Acknowledgement Form and Policy 2010 – Performance Evaluation, BM Schroeder seconded and the motion passed. All.

G. Final approval and adoption of FY2018 HLVRCD/WM calendar – Sims.

It was noted that the FY2018 HLVRCD/WM calendar had been approved. DM Sims will edit the final line of the calendar in December to add "submitted to court". BM Johnson made a motion to approve the edit, BM Schroeder seconded and the motion passed. All.

H. Discussion regarding engagement with the Susanville India Rancheria (SIR) in development of an EPA watershed plan – Johnson.

BM Johnson asked for the Board's permission on continuing to meet with SIR and provide them with guidance on how to get their project going. DM Sims stated it was a win-win initiative. The Board agreed and directed staff to follow through with SIR.

- I. **Discussion and consideration of investigating the option of, and development of a print media "editorial/opinion" and informational series of articles in conjunction with the Lassen County Times newspaper that will highlight conservation issues, opportunities, efforts and activities of the local area and the RCD in general – Johnson.**

BM Johnson spoke to Sam Williams at the Lassen County Times. BM Johnson offered to draft a few articles and have the Board review them before submission. He feels the RCD needs to educate the public regarding the District's purpose. BM Johnson has also spoken to KSUE radio.

- J. **Discussion and consideration of the HLVRCD planning and hosting an event that would bring local government representatives (City and County) and the RCD Board together for a casual "meet and greet" to present current and future RCD activities – Johnson.**

This item was tabled.

- K. **Discussion and consideration of the RCD supporting the design and issuance of business cards with the HLVRCD logo, staff or directors' name and contact info, and the RCD general contact information as similarly displayed on the example template provided – Johnson.**

DM Sims will look into having Vista Printing design a uniform template and bring an example back to the next meeting.

VII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – WATER MASTER

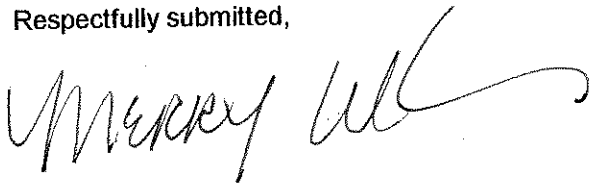
- A. None.

VIII. ADJOURNMENT

BM Schroeder made a motion to adjourn the meeting, BM Tippin seconded and the meeting was adjourned at 6:05 pm. All.

The next scheduled special Honey Lake Valley RCD meeting is **Wednesday, February 28, 2018 at 3:30 pm** at the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130.

Respectfully submitted,



Merry Wheeler
Executive Secretary

APPROVED: 
Jesse Claypool, RCD Board Chairperson

DATE: February 28, 2018