



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 4/19/21 at www.honeylakevalleyrcd.us

Date: Thursday, May 27th, 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: 5:30 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 5:31 pm, and a quorum was noted. Wayne Langston and Will Johnson were not present.

ii. **APPROVAL OF AGENDA**

Board member Laurie Tippin 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.

iv. **CONSENT ITEMS**

- A. Approval of Meeting Minutes: 4/22/2021 (attachment)
- B. Treasurer's Report
- C. Correspondence

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

- Board member Robin Hanson made a motion to approve the consent items, Laurie Tippin seconded, the motion passed. All.

v. **REPORTS**

- A. District Manager Report – Stuemky
 - Reported on current grants and any expected report due dates, as well as information regarding the final amounts of funds to be moved from Tri Counties to US Bank.
- B. NRCS Agency Report – McNally
 - Reported that there are a number of EQIP projects that have been approved and are in process, NRCS received over 50 applications, 25 of which are interested in CSP.
- C. SWAT – Hanson
 - Claypool attended local SWAT meeting, Lassen SWAT listed as inactive on IPC. County wants to do their own thing. Suggested that the RCD put together talking points to show county what we can offer as a SWAT partner.
- D. WAC Report – Langston
 - Adams reported that there is an Upper Susan River member interested in the WAC board position.
- E. Modoc Regional RCD/CARCD Report – Tippin
 - Reported that CARCD meeting had occurred all month, and that the board approved the policy regarding the revolving loan funds.
- F. Fire Safe Council Report – Johnson
 - NONE
- G. IRWMP Report – Claypool

- Reported that the RCD needs a meeting for the Johnsonville Dam, the City is still the lead agency, and will require a change in the MOU and by-laws to make the RCD lead agency.
- H. Unagendized reports by board members
- NONE

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

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

A. FY 21/22 RCD/WM Draft Budget Review (attachment).

- Draft budget was discussed and suggestions from board members to be implemented before final draft is reviewed next month were discussed. Jesse Claypool noted that insurance premiums would be increasing this next year.

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

B. Consideration and approval of 2021 CARCD membership dues. (attachment)

- Board member Robin Hanson made a motion to approve the membership dues in the amount of \$300.00 with \$150.00 going to CARCD and \$150.00 going to PPG, Laurie Tippin seconded, the motion passed. All.

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

C. Consideration and approval to hire a Certified Public Accountant (CPA) for quarterly accounting services, year end close outs, and audit preparations.

- Board member Laurie Tippin made a motion to approve to hire a CPA using the RCD procurement policy for contractor hiring, Robin Hanson seconded, the motion passed. All.

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

D. Consideration and discussion on posting an advertisement for a local bookkeeping position.

- Tabled until next meeting 6/24/2021. Discussion about position being a contractor and reaching out to Lassen Career Network.

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

E. Consideration and discussion about Board Treasurer position and duties.

- Tabled until next meeting 6/24/2021. Discussion about needing more interaction from Treasurer position. DM to create list of actions/functions for treasurer to help with in future.

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 to pay BBK May 2021 Invoice #903837 (\$6,805.50).
(attachment)

- Board member Robin Hanson made a motion to approve the BBK invoice #903837, Laurie Tippin seconded, the motion passed. All.

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

B. Consideration and Approval of Watermaster FY 21/22 Budget. (attachment)

- Board member Laurie Tippin made a motion to approve the FY 21/22 WM budget, Robin Hanson seconded, the motion passed. All.

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

VIII. ADJOURNMENT – 05/27/2021 at 7:42PM

The next Honey Lake Valley RCD meeting will be **June 24th, 2021, at 5:30 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: 5/27/2021