



SHASTA VALLEY
RESOURCE CONSERVATION DISTRICT

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Siskiyou County, California

MINUTES

Summarized **MINUTES** from the Board of Directors' Regular monthly meeting of the Shasta Valley Resource Conservation District, in Yreka, California, on Wednesday, July 17, 2024.

This meeting was conducted as a live in-person meeting with remote access for those who wished to attend via Zoom. The location for the meeting was the Siskiyou Economic Development Council conference room, 1512 S. Oregon Street; Yreka, CA.

Directors Present: Jay Perkins, Ryan Walker, Bill Hirt

Directors Absent: Mike Luiz

Associate Directors: None

Staff Present: Rod Dowse, Ethan Brown, Ayn Perry, Renee Main, Michael McGill

Guests: Alisa Scholberg, contract bookkeeper, Jim Patterson, NRCS District Conservationist

Call to Order

After a quorum was established, the meeting was called to order at 6:34 pm by Chairman Walker.

Review and Approval of Agenda

Perry requested to add business 7.4 Member Fish Screen to the agenda.

The agenda was approved by common consent.

Introductions None needed.

Public Comment: None.

Presentations; None

Approval of Minutes

Walker presented the Minutes for approval. **ACTION:** Approve Minutes for June 19,2024 and July 8,2024.

MOTION: Hirt SECOND: Perkins.. Approved by Voice Vote: AYES: Walker, Perkins, Hirt **Noes:** None

Abstentions: None **Motion Approved**

Financial Report:

Scholberg presented the Financial Report for discussion and approval. The bank balance is \$888,056.48 of which \$380,004.50 is restricted for NCRP and \$10,165.95 is restricted for Watertrust. The total assets are \$1,873,523.63 which includes accounts receivable of \$844,081.46. The total liabilities are \$1,139,704.73 which includes accounts payable of \$719,717.69. **ACTION:** Approve Financial Report for June. **MOTION: Perkins SECOND: Hirt Approved by Voice Vote: AYES:** Walker, Perkins, Hirt, **Noes:** None **Abstentions:** None **Motion Carried.**

Ratify Payroll

Scholberg reviewed the payroll with the Board for **June 2024 in the amount of \$32,655.16**. **ACTION:** Approve Payroll. **MOTION: Perkins SECOND: Hirt Approved by Voice Vote: AYES:** Walker, Perkins, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

Approval of Bills

Scholberg presented the June bills for review and approval. Warrants for **\$221,532.85**, were submitted for approval. **ACTION:** Approve Bills for Payment. **MOTION: Hirt SECOND: Perkins Approved by Voice Vote: AYES:** Walker, Perkins, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

Overhead:	\$9,069.52
US Bank	\$1,348.93
US Bank-Ethan	\$849.20
Alisa Scholberg Bkkpg	\$2,062.50
Cal Ore Communications	\$109.00
Streamline	\$18.00
Mountaineer IT	\$1,022.00
Principal	\$407.64
Blue Shield	\$3,163.27
Jose Alberola	\$30.00
Jonathan Theodore	\$30.00
Mountaineer IT	\$28.98

Grant Invoices:	\$212,463.33
Jefferson Resource	\$7,283.46
Jefferson Resource	\$7,107.72
Andrea Claassen	\$168.75
Jefferson Resource	\$43.75
Jefferson Resource	\$556.54
Jefferson Resource	\$635.90
Jefferson Resource	\$669.36
Jefferson Resource	\$274.86
Jefferson Resource	\$960.25
Jefferson Resource	\$1,303.59
Red Mtn Resource	\$109,550.00
UC Regents	\$10,000.00
Elite Property Mgmt	\$40,000.00
Oregon State University	\$33,459.45
Andrea Claassen	\$449.70

Budget Transfers: None

Approval of Donations Received: None

Correspondence: Dowse presented Public Information Act.

Business – Discussion and Possible Action

7.1 Discussion and possible action: Consider vehicle purchase options. Dowse presented vehicle purchase options. With the Early Action Funding from DOC the RCD can purchase another vehicle. Three bids were presented with options of Chevy Colorado, Ford Ranger and Toyota Tacoma. Dowse recommended the Tacoma.

ACTION: Approve Toyota vehicle. **MOTION:** Hirt **SECOND:** Perkins **Approved by Voice Vote:** **AYES:** Walker, Perkins, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

7.2 Discussion and possible action: Appoint ad hoc committee to review draft Employee Handbook.

Dowse presented reason to form an ad hoc committee to review employee handbook revisions. Committee would review revisions to PTO, sick time policy and other revisions. Perkins and Luiz suggested for committee **ACTION:** Approve appointing Perkins and Luiz to ad hoc committee. **MOTION:** Perkins. **SECOND:** Hirt. **Approved by Voice Vote:** **AYES:** Walker, Perkins, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

7.3 Discussion and possible action: 2024-25 Draft budget review. Dowse requested to table till August.

7.4 Discussion and possible action: Member Fish Screen Resolution. Perry presented CEQA categorical exemption to be filed on the project. **ACTION:** Approve Resolution on Member Fish Screen. **MOTION:** Hirt **SECOND:** Perkins **Approved by Voice Vote:** **AYES:** Walker, Perkins, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

Staff and Project Reports

Brown presented working to complete monitoring before transferring to a new employee. Entered agreement in Huseman grant, Task 1. Pending proposal with Shasta Valley Program and CalTrans CWB and NFWF. A few fee for service projects progressing. Landowner letters sent out for the Upper Shasta Dwinell Project for fish screen operations. In the tailwater project, Ager location has data being collected. CalTrans inspected different locations and approved them.

McGill presented West Mt. Shasta grant has a few hundred acres of work completed with timber harvests. Two projects have been advertised for contractors to bid on for mastication and 200 acres of handwork. McGill updated on new employee Garrett Hickey taking on projects. PBA to partner with CalPoly this fall for trainings in the area. McGill updated on McKinley Scott grant and that he may ask for an extension to complete.

Dowse presented that Pappas and Froelich are writing a proposal for NCRP Juniper removal grant. In the grant they will add a prescribed fire as a component and tie removal with water retention in soil and improve habitat. Project proposed to start in Lake Shastina and Little Shasta with possible expansion to Butte Valley and Modoc. Dowse updated that Froelich is writing tri-party agreements on the Mt. Shasta Defensible Space.

Other Agency/Group Reports:

Patterson gave an NRCS report. They are putting together contract documents and have 30 active contracts. They are onboarding a new forester and are looking to hire a new engineer. Patterson presented idea to form a local working group (LWG). Previous LWG was in 2018 and had 6 people. LWG helps state office inputting fiscal information. Last year NRCS requested money for Scott Valley. Patterson proposed NRCS, conservation groups and districts to come together as a working group that is open to the public. Patterson updated that Jena Ganoung to tour the facility in the area on July 30th and the lease inspection on the 23rd. Rural Development has left the building.

Walker presented Farm Bureau to consider pump strategy and viability of plan on Fosgren.

Closed Session: Closed session called to order at 8:06 p.m. **ACTION:** Review and discuss possible legal matters. No action taken. Session adjourned at 8:21 p.m.

Meeting Adjourned –

The meeting was adjourned at 8:05 pm by Chairman Walker.

Next Meeting: August 21, 2024

Future Agenda Items:

Minutes submitted by Renee Main on July 22, 2024.

Minutes approved as typed as corrected.



September 25, 2024

Chairman

Date



September 25, 2024

District Administrator

Date