

# SHASTA VALLEY RESOURCE CONSERVATION DISTRICT

Siskiyou County, California

Summarized **MINUTES** from Board of Directors' special meeting of Shasta Valley Resource Conservation District, Yreka, California, on December 14, 2016.

Directors Present: Bill Hirt, Rich Klug, Ryan Walker, Chris Robertson, Beth Sandahl

Associate Directors: Justin Sandahl

Staff Present: Karen Mallory, Ayn Perry, Ally Lutes, Brandy Caporaso

Guests in attendance: James Patterson, NRCS

## **Call to Order**

The meeting was called to order at 6:39 p.m.

## **Review and Approval of Agenda**

The agenda was approved by common consent with a request by staff to move Business Item #5 to the top.

## **Introductions**

Not needed

## **Public Comment**

None

**Item #5.** New Business: Swearing in of Board Members. This item was moved up to allow decisions to be made at this meeting. Rich Klug and Bill Hirt were sworn in for new 4 year terms by Karen Mallory, District Administrator.

## **Approval of Minutes** November 9<sup>th</sup> Board Meeting

ACTION: Approve minutes from Board Meeting on November 9th, 2016. *MOTION: Hirt; SECOND: Sandahl, AYES: Unanimous (Robertson, Hirt, Sandahl, Walker, Klug); NOES: None; ABSTENTIONS: None. Motion Approved.*

## **Financial Report**

Karen Mallory (SVRCD) reported on the committed account. Board directed staff to clarify status of the committed account with Siskiyou County Office of County Counsel.

As of 11/30/16 - Interfund Cash Balance: \$18,225.12

Open Invoices to be received from grants: \$47,282.21

ACTION: Approve Financial Report. *MOTION: Hirt; SECOND: Robertson, AYES: Unanimous (Robertson, Hirt, Sandahl, Walker, Klug); NOES: None; ABSTENTIONS: None. Motion Approved.*

**Budget Transfer** Move \$3030 from Special Departmental Expense into Capital Asset Expense for computers of value of over \$1000. Move \$6381 from Special Departmental Expense into Interest Long Term Debt for the IRS penalty payment.

ACTION: Approve two Budget Transfers listed above. *MOTION: Walker; SECOND: Sandahl, AYES: Unanimous (Robertson, Hirt, Sandahl, Walker, Klug); NOES: None; ABSTENTIONS: None. Motion Approved.*

## **Ratify Payroll**

ACTION: Approve Payroll. *MOTION: Walker; SECOND: Klug, AYES: Unanimous (Robertson, Hirt, Sandahl, Walker, Klug); NOES: None; ABSTENTIONS: None. Motion Approved.*

### **Approval of Bills**

*ACTION: Approve Paying of Bills. MOTION: Robertson; SECOND: Walker; AYES: Unanimous (Robertson, Hirt, Sandahl, Walker, Klug); NOES: None; ABSTENTIONS: None. Motion Approved.*

### **Approval of Donations Received**

None

### **Correspondence**

None

### **SVRCD Reports – Board and Staff**

Walker reported that SB88 Draft Exemption rules are out for review but may not meet the needs of local diverters due to the cumbersome nature of the exemption process.

Klug and Sandahl reported on Siskiyou County Groundwater Meeting they attended on December 1<sup>st</sup>. A follow-up meeting is scheduled for January 10th. The County may be willing to spearhead this effort for Shasta Valley pumpers.

### **Business – Discussion and Possible Action**

1. Dept. of Conservation Tier 1 RCDs.  
Brandy Caporaso (SVRCD) gave an update/overview of the CARCD/DOC process. Discussion was held of how to move forward with or without funding for this effort. No decision was made.
2. Employee Handbook and Alternative Work Week.  
Brandy Caporaso (SVRCD) gave an update, but the discussion was tabled as the Board has not had time to review it. No decision was made.
3. SVRCD Audit for FY 15-16  
SVRCD Audit for 2015-16 was discussed and accepted.  
*ACTION: Approve Audit. MOTION: Walker SECOND: Sandahl; AYES: Unanimous (Sandahl, Robertson, Klug, Walker, Hirt); NOES: None; ABSTENTIONS: None.*
4. Approve TNC Monitoring Contract for \$19,446.16.  
*ACTION: Approve Contract. MOTION: Hirt; SECOND: Sandahl AYES: Unanimous (Robertson, Walker, Hirt, Robertson, Sandahl); NOES: None; ABSTENTIONS: None.*
5. Moved to earlier in meeting; see above after Public Comment
6. Scholarship Fund. Ayn discussed the fate and future direction of our Scholarship Program without a dedicated source of funds from tree sales. No decision was made.
7. Approve Resolution 16-008 to Adopt Notice of Exemption and Approve Project for Parks Creek Fish Passage Implementation Project.  
*ACTION: Approve Resolution 16-008. MOTION: Walker; SECOND: Sandahl AYES: Unanimous (Robertson, Walker, Hirt, Sandahl, Klug); NOES: None; ABSTENTIONS: None.*

### **Project Reports**

Brief Project updates were given by Karen Mallory on behalf of Ally Lutes, on the Parks Creek project, Novy project, and Lower Shasta Flow Study.

Ayn Perry reported that the BOR, Shasta River Water Association project is out to bid, after design concerns were resolved, for the first phase.

**Agency Reports**

Jim Patterson (NRCS) reported that a new round of sign ups and funding are expected in January. While there may be a hiring freeze under the new administration, conservation funding is expected to continue. A new Forester has been hired for the Yreka Field Office to start in February.

**Next Meeting: January 11<sup>th</sup>, 2017**

**Agenda Items for Next Meeting**

Resolution on Capital Assets  
Resolution on Employee Handbook

**Meeting Adjourned** – 8:35 p.m.

Minutes approved as typed as corrected.
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Chairman
_____
Date
_____
District Administrator