



SHASTA VALLEY  
RESOURCE CONSERVATION DISTRICT

# SHASTA VALLEY RESOURCE CONSERVATION DISTRICT

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 October 16, 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, Mike Luiz, Bill Hirt

Directors Absent: Ryan Walker

Associate Directors: None

Staff Present: Rod Dowse, Alisa Scholberg, contract bookkeeper, Ethan Brown, Candi Rivera, Ayn Perry, Dan Blessing, Renee Main, Anna Froelich, Patty Grantham

Guests: Kathryn Cowley, contract HR consultant

### Call to Order

After a quorum was established, the meeting was called to order at 6:33 pm by Viceman Chair Bill Hirt.

### Review and Approval of Agenda

The agenda numbering was changed to reflect 10.6 in the closed session instead of 10.3 and 10.4. Agenda was approved by common consent.

Introductions None needed.

Public Comment: None.

Presentations: None

### Approval of Minutes

Hirt presented the Minutes for approval. **ACTION:** Approve Minutes for September. **MOTION: Perkins SECOND: Hirt. Approved by Voice Vote: AYES:** Perkins, Luiz, Hirt **Noes:** None **Abstentions:** None **Motion Approved**

### Financial Report:

Scholberg presented the Financial Report for discussion and approval. The bank balance is \$1,231,786.36 of which \$390,170.45 is restricted. The total Assets are \$1,312,578.41 of which (\$54,977.55) is Accounts Receivable. The credit is due to several large prepayments of funds. The total liabilities are \$462,713.10, and the accounts payable are \$438,744.29. **ACTION:** Approve Financial Report for September. **MOTION: Luiz**

**SECOND:** Perkins **Approved by Voice Vote: AYES:** Perkins, Luiz, Hirt, **Noes:** None **Abstentions:** None **Motion Carried.**

**Ratify Payroll**

Scholberg reviewed the payroll with the Board for September 2024 in the amount of \$36,404.42. **ACTION:** Approve Payroll. **MOTION:** Luiz **SECOND:** Perkins **Approved by Voice Vote: AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

**Approval of Bills**

Scholberg presented the September bills for review and approval. Warrants for \$325,191.43, were submitted for approval. **ACTION:** Approve Bills for Payment. **MOTION:** Perkins **SECOND:** Luiz **Approved by Voice Vote: AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

<b>Overhead:</b>	<b>\$12,721.00</b>
US Bank Rod	1,993.48
US Bank Ethan	3,573.68
Banner Bank Credit Card	285.30
Alisa Scholberg Bkpg	2,562.50
Cal Ore Comm	109.00
Streamline	65.00
Mountaineer IT	1,166.00
Principal	339.70
Blue Shield	2,566.34
Anna Parry	30.00
Tenaya Bearmar	30.00

<b>Grant Invoices:</b>	<b>\$312,470.43</b>
Mountaineer IT	546.93
Anna Parry	112.41
Clere, Inc.	550.00
CLT Logging	62,400.00
Jefferson Resource	278.96
Jefferson Resource	7,563.62
Jefferson Resource	6,884.80
Jefferson Resource	4,046.96
Jefferson Resource	87.50
Davids Engineering	3,689.00
J Cota Forestry	225,099.00
Andrea Claassen	930.00
Andrea Claassen	281.25

**Budget Transfers:** None  
**Approval of Donations Received:** None  
**Correspondence:** None

**Business – Discussion and Possible Action**

**10.1 - Discussion and possible action: Antelope Post Fire – Mills Mastication Contract Award.** Blessing presented the contract bid for the Mills Mastication.

**ACTION:** Contract Award to CLT Logging. **MOTION:** Luiz **SECOND:** Perkins **Approved by Voice Vote: AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved**

**10.2 - Discussion and possible action: West Mount Shasta Defensible Space, housing group 2 – Housing group two Contract Award.** Froelich and Blessing presented the bids for the housing group 2 and that not all the tasks had bids. Recommending Liberty Lumberjack to be awarded Task 1,2,3,5. Task 4 and 6 still awaiting bids. Outreach being done to find contractors to put bids in for Task 4 and 6.

**ACTION:** Contract Award to Liberty Lumberjack for Task 1,2,3,5 **MOTION:** Luiz **SECOND:** Perkins **Approved by Voice Vote:** **AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved**

**10.3 - Discussion and possible action: – Tailwater project agreement with LWA Contract Award.** Perry presented the bid from LWA for the engineering of 3-5 concept designs for Tailwater project.

**ACTION:** Contract award to LWA **MOTION:** Hirt **SECOND:** Luiz **Approved by Voice Vote:** **AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved**

**10.4 - Discussion and possible action: CEQA Lead Agency for Siskiyou Land Trust – Weed removal and bird box habitat in Shasta and Scott Valley CEQA.** Brown presented project for 6 properties for weed removal and bird box habitat. SVRCD would complete CEQA documentation for SLT. Board supports the CEQA lead Agency but a resolution to be presented at the up coming board meeting for the Board to approve.

**ACTION: Approve CEQA Lead Agency for SLT. MOTION amended: Luiz SECOND:** Perkins **Approved by Voice Vote:** **AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Amended pending Resolution presented at up coming board meeting.**

**10.5 – Discussion and Possible action: 2024-25 Draft budget review**

**ACTION:** Approve Budget Review. **MOTION:** Tabled **SECOND:** N/A **Approved by Voice Vote:** **AYES:** N/A **NOES:** N/A; **ABSTENTIONS:** N/A. **Motion tabled and possible action for approval of Draft Budget at next meeting.**

### **Staff and Project Reports**

Brown presented updates with landowners meeting with Novy Rice Zenkus project. Award was approved to install a ditch with WCD. Landowner meeting with the Huseman Ditch project. To pipe the remainder 14,000 feet of the ditch. NCRP grant for installation. Contract with David's Engineering for remaining steps of scope of work. Wrapping up monitoring season and Park's Creek escrow finalized on October 3, 2024 with SLT. Possibly forming a technical advisory committee to help smooth along the process and support design implementation.

Perry presented recap of Tailwater project agreement with Lawrence and Associates.

Froelich presented the West Mt. Shasta Defensible Space group 2 bids and work is almost complete on group 1.

Grantham presented working with partners. Attending quarterly board meeting in person at NCRP. The board is going to consider all the recommendations for the two grants we submitted.

Blessing presented Lead Agency CEQA for Lake Shastina grant. CalFire has two grants with short timeframes that will need to be completed by March 2025. On the Kilgore project, SVRCD to file the CEQA to keep project on pace of CalFire timeline. Hearst purchased property during the timeframe of the grant and will put in a bid on the project for 200 acres of work. Hearst is looking for direct award but may need to put the project out to bid for other

competitive rates. Agreement with NRCS requested assistance with staffing a Forester. VESTRA requested we go in on a McConnell Foundation grant for work in the South Siskiyou County. A FEMA grant for fuels reduction on properties and for SVRCD to do outreach to homeowners to sign up. CalPoly has a few workshops that we are doing in collaboration with them. In West Mt. Shasta for fuel reduction projects, CEQA processes and VTP.

Dowse presented that McConnell Foundation asked SVRCD to apply for hazard mitigation and structure grant.

**Other Agency/Group Reports:**

**Closed Session:** 10.6 – Employee Benefits discussion and Employee Handbook Draft policy review, discussion and possible action- Approved Draft Employee Handbook pending review by Chairman Walker.



**Meeting Adjourned –**

The meeting was adjourned at 8:32 pm by Vice Chairman Hirt.

Next Meeting: November 20,2024

**Future Agenda Items:**

Minutes submitted by Renee Main on October 21,2024.

Minutes approved as typed as corrected.	
	November 20,2024
Chairman	Date
	November 20,2024
District Administrator	Date