



SISKIYOU RESOURCE CONSERVATION DISTRICT

REGULAR BOARD MEETING

Etna City Council Chambers
442 Main Street, Etna, CA
MINUTES

November 14th 2019

Approved

Our Mission: *Identify conservation and watershed enhancement needs and offer assistance to landowners and resource managers to meet those needs through technical, financial and educational leadership.*

1. CALL TO ORDER:

- A. **Establish Quorum:** Caroline Luiz called the meeting to order at 7:09 P.M.
- B. **Pledge of Allegiance:** The pledge of allegiance was led by Jeff Maddox.
- C. **Introductions:** Introductions were not necessary.
 - i. Directors Present: Caroline Luiz, Jeff Maddox, Tom Jopson (via conference line)
 - ii. Directors Absent: Jim Harris
 - iii. Staff Present: Lindsay Magranet
 - iv. Public Present: none
- D. **Agenda Adjustments & Approval:** The agenda was accepted by Chairman Luiz as presented.
- E. **Approval of Minutes: September 12th, 2019 Regular Board Meeting:**

Motion: Maddox moved/Jopson second, to approve the September 12th 2019 Regular Board Meeting minutes as presented.

Vote: 3 ayes (Luiz, Maddox, Jopson), 0 noes 1 absent (Harris) **MOTION PASSED**
- F. **Approval of Minutes: October 10th, 2019 Regular Board Meeting:** Tom Jopson excused himself from participating in this agenda item as he was not present at the October 10th 2019 Regular Board Meeting, however that did not leave a quorum to accept the minutes.
- G. **Open Forum – 3 minute limit:** None.

2. BUSINESS: (DISCUSSION AND ACTION)

- A. **Financial Report and Payment of Bills – Acting District Manger**
 - i. **Financial Report:** A Financial report was presented and reviewed. The Acting District Manager explained that she has been working with Tom Jopson and Brenda Hurlimann to transition all financial reporting to Quickbooks.
 - ii. **Monthly Reconciliation of the Mechanics Bank Account:** A reconciliation of the Mechanics Bank Account was presented and reviewed.
 - iii. **Warrants for Approval:**
 - Warrant #1 \$8,530.93
 - Warrant #2 \$27,296.51
 - Warrant #3 \$8,398.07
 - Warrant #4 \$22,299.75
 - iv. **Journal Voucher for Approval:** \$3,131.66

Motion: Maddox moved/ Jopson second, to accept the Financial Report and the Mechanics Bank Reconciliation as well as approve the payment of Warrant #1 in the amount of \$8,530.93, Warrant #2 in the amount of \$27,296.51, Warrant #3 in the amount of \$8,398.07, Warrant #4 in the amount of \$22,299.75 (contingent upon the receipt of the associated payment from the State Water Board) and the Journal Voucher in the amount of \$3,131.66.

Vote: 3 ayes (Luiz, Maddox, Jopson), 0 noes 1 absent (Harris) **MOTION PASSED**

3. REPORTS:

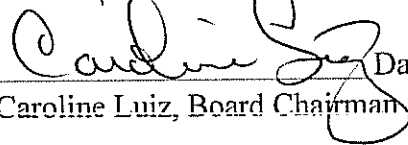
- A. Agencies – none.
- B. Projects –The Acting District Manager reported that the federal environmental compliance authorizations are still not finalized for the Scott River rkm 60 streambank stabilization. Although the State Water Board confirmed their financial backing of the proposed contract with North Rivers Construction there are still budgeting considerations that need to be settled. She explained that the Menne Ranch Working Group will be meeting soon to develop the 2020 workplan. Contracts that will be closing soon and need final reporting (RCD Reference Number): French Creek Conveyance Assessments (#71-13), Lower French Creek Off-Channel Pond (#41-22 and #41-23), and Scott River Flow Enhancement and Irrigation Efficiency (#41-24). Lastly, she gave an update on the Chinook salmon run, which has come in below average numbers but is well distributed through the valley.
- C. SRWT – The RCD Acting District Manager stated that the 2019 Water Leasing Program has concluded and staff have begun reporting. Additionally, monitoring under the *French Creek Flow Enhancement Accounting Study* is closing down.
- D. SRWC – none.
- E. Administration – The Acting District Manager and Board Member Tom Jopson reported on the recommendations from Robert W. Johnson that came up during the recent financial audit. The Acting District Manager also suggested that the Board of Directors consider shutting the District down for a month this winter to improve the cash flow.
- F. Directors – Tom Jopson asked to reschedule the December Board Meeting(s) as he would be out of the area on the second Thursday of the month. The Board of Directors agreed that the employee closes sessions could be done early in the week of Dec 2nd and regular business could be handled on Thursday, December 19th 2019.

4. AGENDA ITEMS FOR NEXT MEETING: ~~December 12th 2019~~

- 2020 Operational Agreement with NRCS**
- Approval of the Indirect Cost Rate Proposal**
- Annual Employee Evaluations**
- Consideration of February shut-down**

5. ADJOURN: With no further business, Chairman Luiz adjourned the meeting at 8:01 P.M.

Lindsay Magranet, Acting District Manager
No Corrections Corrected by Insertions _____

Approved  Date 2/13/2020
Caroline Luiz, Board Chairman

Minutes are subject to change/correction when submitted for approval at the next meeting, and do not become official until all appropriate signatures are affixed.

Agendas are available via email or by contacting the RCD office at 530-467-3975. Please email your e-address to sisqrtd@sisqtel.net