



SISKIYOU RESOURCE CONSERVATION DISTRICT

REGULAR BOARD MEETING

Etna City Council Chambers

448 Main Street, Etna, CA

MINUTES

February 3rd, 2016

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 education leadership.*

1. CALL TO ORDER:

- A. John Spencer, President called the meeting to order at 7:08 P.M.
- B. Pledge of Allegiance led by Sari Sommarstrom.
- C. Establish Quorum & Introductions: Introductions were completed.
 - a. **Directors Present:** John Spencer, Jeff Maddox, Caroline Luiz, Michael Stapleton
 - b. **Directors Absent:** None.
 - c. **Associate Directors Present:** None.
 - d. **Staff Present:** Lindsay Magranet, Preston Harris, Lea Van de Water, Erik Ryberg

Public Present: Jim Patterson (NRCS), Sari Sommarstrom, Tom Jopson, Danielle Lindler
- D. Agenda Adjustments & Approval: The agenda was accepted by the Board as presented.
- E. Approval of Minutes: November 4th, 2015 Regular Board Meeting: Caroline Luiz excused herself from voting because she was not present at the November 4th 2015 Regular Board Meeting.

Motion: Maddox moved/Stapleton second, to approve the November 4th 2015 Board Meeting minutes as presented.

Vote: 3 ayes (Spencer, Maddox, Stapleton), 0 noes, 1 abstain (Luiz) MOTION PASSED.
- F. Approval of Minutes: January 6th, 2016 Regular Board Meeting: Michael Stapleton excused himself from voting because he was not present at the January 6th 2016 Regular Board Meeting.

Motion: Luiz moved/Maddox second, to approve the January 6th 2016 Board Meeting minutes as presented.

Vote: 3 ayes (Spencer, Maddox, Luiz), 0 noes, 1 abstain (Stapleton) MOTION PASSED.
- G. Approval of Minutes: January 20th, 2016 Special Board Meeting:

Motion: Stapleton moved/Maddox second, to approve the January 20th 2016 Special Board Meeting minutes as presented.

Vote: 4 ayes (Spencer, Maddox, Luiz, Stapleton), 0 noes, 0 absent MOTION PASSED.
- H. Open Forum – 3 minute limit: None.

2. Business: (DISCUSSION AND ACTION)

- A. Approval of the 2016 Operational Agreement with the Natural Resources Conservation Service, Yreka Field Office: Jim Patterson explained that the Operational Agreement covers the legislative aspect of our interaction and is based off of the 2015 Operational Agreement with an addition referencing the Cooperative Agreement (RCD Reference #71-9).

Motion: Maddox moved/Luiz second, to approve the 2016 Operational Agreement with the Natural Resources Conservation Service, Yreka Field Office

Vote: 4 ayes (Spencer, Maddox, Luiz, Stapleton), 0 noes, 0 absent MOTION PASSED.
- B. Discussion and Approval of Contract for Special Services with the Forest Vegetation Management Conference, not to exceed \$120,000 for the development of the *California Reforestation Manual* (RCD Reference #71-10 CALFIRE): Tom Jopson gave some background on the purpose and need for an guidebook on reforestation practices in the state. Danielle Lindler gave some background on the Forest Vegetation Management Conference and explained the role that the nonprofit will play in the process. The Contract for Special Services was

reviewed and it was understood that the document cannot go into effect until after the RCD has received a final grant agreement from CALFIRE.

Motion: Stapleton moved/Maddox second, to approve the Contract for Special Services with the Forest Vegetation Management Conference, not to exceed \$120,000.

Vote: 4 ayes (Spencer, Maddox, Luiz, Stapleton), 0 noes, 0 absent MOTION PASSED.

- C. Discussion and Approval for submittal of a proposal to the McConnell Fund managed by the Shasta Regional Community Foundation for field equipment: Preston explained that the McConnell Fund is accepting proposals for nonprofit equipment needs through March 2nd 2016 and the Siskiyou RCD is qualified to make a request. Staff and Board Members discussed equipment needs and made suggestions of office and field related items that would improve the ability of the RCD to serve the District. At least one RCD staff member is planning to attend the open house on February 17th 2016, 10 A.M. at the Economic Development Council Office in Yreka.

Motion: Luiz moved/Stapleton second, to approve submittal of a request to the McConnell Fund managed by the Shasta Regional Community Foundation for RCD equipment related needs.

Vote: 4 ayes (Spencer, Maddox, Luiz, Stapleton), 0 noes, 0 absent MOTION PASSED.

- D. Reconsideration of the employment status of Preston Harris: Lindsay explained to the Board that Preston Harris received payment as a subcontractor at the January 6th 2016 Regular Board Meeting in an amount that requires the issuance of a 1099 Form and therefore, in order to be in compliance with the IRS, the RCD cannot change his employment status such that he would be issued a W-2 within the same year. There was discussion regarding the details of this matter and Brenda Hurlimann, District Bookkeeper, participated in the conversation via phone.

Motion: Luiz moved/Maddox second, to reverse the motion made at the January 20th 2016 Special Board Meeting, which established Preston Harris as a permanent employee, and to renew the subcontract with Preston Harris through October 31st 2016.

Vote: 4 ayes (Spencer, Maddox, Luiz, Stapleton), 0 noes, 0 absent MOTION PASSED.

- E. **Financial Report & Payment of Bills** – District Secretary

a. Balance Sheet: A Balance Sheet was presented.

b. Warrants for Approval: Three Warrants were presented for approval:

Warrant #1 \$6,661.83

Warrant #2 \$6,749.22

Motion: Luiz moved/Maddox second, to accept the Balance Sheet as presented and approve the payment of Warrant #1 in the amount of \$6,661.83 and the payment of Warrant #2 in the amount of \$6,749.22.

Vote: 4 ayes (Spencer, Maddox, Luiz, Stapleton), 0 noes, 0 absent MOTION PASSED.

c. Monthly Reconciliation of the Scott Valley Bank Account: A reconciliation of the Scott Valley Bank Account was presented.

3. REPORTS:

- A. **Agencies** – Jim Patterson appreciated the RCD's acceptance of the 2016 Operational Agreement and stated that he is looking forward to our continued partnership over the year including the utilization of the Cooperative Agreement for the development of EQIP projects. He also reviewed the EQIP batch funding process, which allows for applications to be accepted at multiple times through the year.
- B. **Projects – Staff:** Preston confirmed that the RCD submitted a full proposal to the SWRCB Nonpoint Source Pollution Program in late January. He also reviewed the status of the open projects that he is coordinating. He has been working on securing the final \$57,000 required for the *French Creek/Free Ranch Piping and Irrigation Improvement* and has completed a field tour with the landowner, partners and funders of the *South Fork Floodplain Connectivity* in preparation for 2016 implementation. He also mentioned that he and Erich are compiling the *Lower Mill Creek Habitat Enhancement Phase 1* proposal for submittal directly to the U.S. Fish and Wildlife Service in the next week or two. Finally, there was brief discussion regarding the CDFW's Fisheries Restoration Grant Program 2016 Proposal Solicitation Notice, which just released.
- C. **SRWC** – none
- D. **SRWT** – Preston informed attendees that the SRWT is planning on continuing its direct partnership with the Siskiyou RCD for monitoring of the water leasing program and is considering expanding the scope to include other work within the mission statement of the SRWT.

E. **District Secretary – Correspondence & Information:** Lindsay mentioned that she will be taking some time off and will be out of the office from Friday, February 5th through Thursday, February 11th 2016.

F. **Directors** – none.


AGENDA ITEMS FOR NEXT MEETING: March 2nd, 2016

Action on the MoU between the four restoration organizations

6. **ADJOURN:** With no further business President Spencer adjourned the meeting at 8:45 P.M.

Lindsay Magranet, District Secretary

No Corrections Corrected by Insertions _____

Approved  Date 3-9-16
John Spencer, President

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