



SISKIYOU RESOURCE CONSERVATION DISTRICT

REGULAR BOARD MEETING

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

October 12th, 2017

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.*

CALL TO ORDER:

- A. **Establish Quorum:** Caroline Luiz called the meeting to order at 7:03 P.M.
- B. **Pledge of Allegiance** led by Jim Harris
- C. **Introductions:** Introductions were not necessary
 - a. **Directors Present:** Caroline Luiz, Jefferson Maddox, Tom Jopson, Jim Harris
 - b. **Directors Absent:** None
 - c. **Associate Directors Present:** None
- Staff Present:** Cherie Stephen
- Public Present:** Jim Patterson (NRCS)
- D. **Agenda Adjustments & Approval:** Board Chairman Luiz accepted the Agenda as presented.
- E. **Approval of Minutes:** September 7th, 2017 Regular Board meeting
 - Motion:** Jobson moved/Maddox second, to approve the September 7th, 2017 Regular Board Meeting minutes as presented.
 - Vote:** 3 ayes (Luiz, Maddox, Jopson), 0 noes, 1 abstain (Harris) **MOTION PASSED.**
- F. Open Forum – 3 minute limit: none.

Business: (DISCUSSION AND ACTION)

- A. **Consideration and Action to accept a Cooperative Agreement from the United States Fish and Wildlife Service for the Scott River Off-Channel Habitat Project (RCD Ref #26-3)- not to exceed \$20,000.** The Administrative Assistant presented a copy of Exhibit A: Work Plan for review by the Board of Directors.
 - Motion:** Maddox moved/Jopson second, to accept a Cooperative Agreement from the United States Fish and Wildlife Service for the *Scott River Off-Channel Habitat Project (RCD Ref #26-3)* - not to exceed \$20,000.
 - Vote:** 4 ayes (Luiz, Maddox, Jopson, Harris), 0 noes, **MOTION PASSED.**
- B. **Consideration and Action to accept a Cooperative Agreement from the United States Fish and Wildlife Service for the Scott River Streambank Bioengineering Project (RCD Ref. #44-9) – not to exceed \$41,500:** The Administrative Assistant presented a copy of Exhibit A: Work Plan for review by the Board of Directors.
 - Motion:** Jobson moved/ Maddox second, to accept a Cooperative Agreement from the United States Fish and Wildlife Service for the *Scott River Streambank Bioengineering Project (RCD Ref. #44-9)* – not to exceed \$41,500
 - Vote:** 4 ayes (Luiz, Maddox, Jobson, Harris), 0 noes, **MOTION PASSED.**
- C. **Financial Report and Payment of Bills – Administrative Assistant**
 - a) Balance Sheet: A Balance Sheet was presented and reviewed.
 - b) Monthly Reconciliation of the Scott Valley Bank Account: A reconciliation of the Scott Valley Bank Account was presented and reviewed.
 - c) Warrants for Approval:
 - Warrant #1 \$10,994.63
 - Warrant #2 \$797.34
 - Warrant #3 \$9,625.00

d) Journal Voucher for Approval: \$2,378.93

e) Budget forecasting and administrative staffing levels – Administrative Assistant advised the Board that no progress has been made so no discussion was needed.

Motion: Maddox moved/Jopson second, to accept the Scott Valley Bank Reconciliation as well as approve the payment of Warrant #1 in the amount of \$10,994.63, Warrant #2 in the amount of \$797.34, Warrant #3 in the amount of \$9,625.00, and the Journal Voucher in the amount of \$2,378.93, all contingent upon available funds.

Vote: 4 ayes (Luiz, Maddox, Jobson, Harris), 0 noes, MOTION PASSED.

3. REPORTS:

- A. Agencies – NRCS – Jim Patterson explained he is trying to organize a Local Workgroup Meeting to develop the conversation around implementing prescribed burning in Siskiyou County. Proposed dates would be November 7th or 16th in Yreka.
- B. Projects – Staff. There were no additional reports from staff.
- C. SRWT – none.
- D. SRWC – none
- E. District Secretary/Administrative Assistant –
 - a. Correspondence & Information – Presented the Board a Certificate received from the SDRMA – President’s Special Acknowledgement Award – recognizing members with no “paid” claims during the prior five consecutive program years in the Property/Liability Program.
- F. Directors: none.

4. AGENDA ITEMS FOR NEXT MEETING: None.

5. ADJOURN: With no further business, Board Chairman Luiz adjourned the meeting at 7:35 P.M.

Cherie Stephen, Administrative Assistant

No Corrections ____ Corrected by Insertions _____

Approved Caroline Luiz Date 12/14/17
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 sisyrcd@sisqtel.net