



SISKIYOU RESOURCE CONSERVATION DISTRICT

REGULAR BOARD MEETING

Etna City Council Chambers

448 Main Street, Etna, CA

MINUTES

May 4th 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.*

1. CALL TO ORDER:

- A. Establish Quorum: Caroline Luiz called the meeting to order at 7:12 P.M.
- B. Pledge of Allegiance led by Preston Harris.
- C. Introductions: Introductions were not necessary
 - a. **Directors Present:** Caroline Luiz, Jefferson Maddox, Tom Jopson, Jim Harris (arrived during item 2A)
 - b. **Directors Absent:** None
 - c. **Associate Directors Present:** None

Staff Present: Lindsay Magranet, Preston Harris
Public Present: none.
- D. Agenda Adjustments & Approval: President Luiz accepted the Agenda as presented.
- E. Approval of Minutes: April 6th, 2017 Regular Board Meeting:

Motion: Maddox moved/Jopson second, to approve the April 6th, 2017 Regular Board Meeting minutes as presented.

Vote: 3 ayes (Luiz, Maddox, Jopson), 0 noes, 1 absent (Harris) MOTION PASSED.
- F. Open Forum – 3 minute limit: Tom Jopson stated that it had come to his attention that a vendor on the April 6th 2017 Warrant (#2) had not yet received payment. The District Secretary stated that she would have Brenda Hurlimann follow-up with him and the Forest Vegetation Management Conference.

2. Business: (DISCUSSION AND ACTION)

- A. **Acceptance of Grant Agreement #D1613103 from the State Water Resources Control Board for the *Scott River Stream Restoration and Sediment Reduction Program* – not to exceed \$333,626:** The District Secretary reported that she had not yet received a draft of the Grant Agreement and this item would need to be postponed until the next meeting. It was recognized that Jim Harris would need to abstain from decision making due to a conflict of interest so that other three Board Members would need to be present to accept the Agreement. It was understood that a Special Board Meeting might need to occur.
- B. **Acceptance of Grant Agreement from the Department of Conservation for the *Tier 1 (Good Governance) Compliance Work Plan* – not to exceed \$15,000:** The District Secretary presented the Grant Agreement for review. There was discussion regarding the work plan, budget, subcontractors and invoicing.

Motion: Maddox moved/Jopson second, to accept Grant Agreement #3016-670 from the Department of Conservation for the *Tier 1 (Good Governance) Work Plan* and authorize Lindsay Magranet to sign on behalf of the District.

Vote: 4 ayes (Luiz, Maddox, Jopson, Harris), 0 noes, 0 absent MOTION PASSED.
- C. **Consideration and Action to accept an Independent Contractor Agreement from the Scott River Water Trust for the 2017 Monitoring Services (Flow and Fisheries) – not to exceed \$13,800:** The District Secretary presented a copy of Exhibit A: Services for review by the Board of Directors; the rest of the Independent Contractor Agreement is the same as last year. There was discussion regarding the tasks, work load, budget and invoicing.

Motion: Jopson moved/Harris second, to accept an Independent Contractor Agreement from the Scott River Water Trust for staff time related to monitoring services in the amount of \$13,800 and authorize Lindsay Magranet to sign on behalf of the District.

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

- D. **Discussion and Approval for submittal of a pre-proposal to the 2017 Combined Klamath River Coho Enhancement Fund and the Bureau of Reclamation's Klamath River Coho Habitat Restoration Program (managed by the National Fish and Wildlife Foundation):** Preston Harris mentioned that 2017 funding for PacifiCorp's Klamath River Coho Enhancement Fund and the Bureau of Reclamation's Klamath River Coho Habitat Restoration Program have been combined into one solicitation. He explained that the RCD is prepared to submit two individual proposals to further work on the Menne Ranch. The first would be a planning project for the development of a Conceptual Instream Restoration Plan across the 3+ mile section of the Scott River (estimated ask of \$120,000) and the second would be an implementation project for the excavation of an off-channel pond (estimated ask of \$75,000). The Conceptual Instream Restoration Plan would establish a phased approach for future implementation. The RCD has already requested \$40,000 in matching contributions from the U.S. Fish and Wildlife Service for the off-channel pond, which is proposed for 2018 installation.

Motion: Harris moved/Jopson second, to approve submittal of two pre-proposals to the National Fish and Wildlife Foundation for the 2017 Combined PacifiCorp Klamath River Coho Enhancement Fund and the Bureau of Reclamation Klamath River Coho Habitat Restoration Program as discussed.

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

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

- 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 \$10,109.16
 - Warrant #2 \$4,745.20
- d) Journal Voucher for Approval: \$2,140.42

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 \$10,109.16, Warrant #2 in the amount of \$4,745.20 and the Journal Voucher in the amount of \$2,140.42, all contingent upon available funds.

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

3. REPORTS:

- A. Agencies – NRCS – none.
- B. Projects – Staff. Preston Harris mentioned to the Board of Directors that he has approached Gary Black about working with the AP Cattle Ranch to develop a Ranch Plan, which would open up funding opportunities for stream habitat protection and enhancement projects on the property. He stated that he needs to review the State Water Board Agreement in order to determine if we have enough flexibility in the budget to allow for a subcontract.
- C. SRWT – Preston Harris didn't have anything additional to report on behalf of the SRWT.
- D. SRWC – none.
- E. District Secretary –
 - a. Correspondence & Information – The District Secretary brought up three separate items. First, she explained that a draft of the 2017-2018 Fiscal Year Budget is due to the County Auditors Office on June 2nd 2017. She requested involvement by Tom Jopson and Jim Harris in the development of the Budget so that it will be prepared for approval by the Board at the next Regular Meeting (June 1st 2017). Second, she reminded the attendees that the RCD and SRWC currently have a MOU in place that allows for the sharing of various equipment and instrumentation (post pounder, flow tracker, well sounder...). She proposed adding two other devices and stated that she would work with the SRWC to revise the document for future approval by the Board. Lastly, she reported that the City of Etna notified her that the RCD Office Rental Agreement is out of

date and the City Council intends to request a larger monthly payment in order to cover a portion of the building utilities. Lindsay stated that it is her understanding that the current rent includes utilities expenses and she would respond accordingly.

F. Directors: none.

4. AGENDA ITEMS FOR NEXT MEETING:

Review and Acceptance of the State Water Resources Control Board Grant Agreement #D1613103
Approval of Recommended 2017-2018 Fiscal Year Budget

5. ADJOURN: With no further business, President Luiz adjourned the meeting at 8:53 P.M.

Lindsay Magranet, District Secretary

No Corrections Corrected by Insertions _____

Approved Caroline Luiz Date 7-6-2017
Caroline Luiz, Board 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 sisqred@sisqtel.net