



Lake County Resource Conservation District
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Charlotte Griswold
President

MINUTES
August 9, 2016
3865 Main Street, Kelseyville CA 95451
minutes taken by Secretary Victoria Brandon

President Charlotte Griswold called the meeting to order at 10AM

Directors and others present: Directors Charlotte Griswold, Paul Aigner, Jim Bridges, Victoria Brandon, Judy Cox, Bill Lincoln, Harry Lyons; also Tracy Klein, Linda Juntunen, Greg Dills, Korinn Woodard

1. INTRODUCTIONS: none needed

1.1 Brandon swore in Directors Griswold and Aigner

1.2 After discussion it was decided to continue to meet at 10AM on second-Tuesdays

1.3 Assumption Agreement with County for Fire Safe Coordinator contract

Motion: Aigner moved and Cox seconded to adopt the **Assumption Agreement with the County for the Fire Safe Coordinator position** and to authorize the president to sign

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

2. PUBLIC INPUT: none

3. SAFETY MEETING: not available

4. APPROVE MINUTES OF PREVIOUS MEETINGS

4.1 Motion: Aigner moved and Cox seconded to **approve the June 9, 2016 East Lake RCD minutes**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

4.1 Motion: Lyons moved and Bridges seconded to **approve the June 14, 2016 West Lake RCD minutes as corrected**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

4.1 Motion: Bridges moved and Lincoln seconded to **approve the July 15, 2016 Lake County RCD minutes**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

5. FINANCIAL REPORT

5.1 Monthly Report was emailed; it will be necessary to add a separate category for the chipper program. The county needs written confirmation that we approve the new check starting number of 4001; Griswold signed the letter presented by Klein.

Motion: Brandon moved and Aigner seconded to **approve the financial report**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

6. APPROVE & PAY BILLS

Motion: Aigner moved and Lincoln seconded to **approve and pay outstanding bills**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

7. CORRESPONDENCE

7.1 The Board approved paying for the audit checks last month but did not sign the engagement letter; Brandon signed the letter presented by Klein.

7.2 Several Directors will have to file Form 700 but the process is unclear: Brandon will go to the Auditor's office on Thursday to clarify.

7.3 Klein has a new email address exclusively for RCD business:
lakercdbooks2016@gmail.com.

7.4. Brandon received a message from the Sacramento Valley RCD about a working session to be held the first week in September (date still uncertain), and asks if any directors or staff want to attend. No one does.

7.5. The County Department of Water Resources requests a letter of support for the Adobe Creek Conjunctive Use Project.

Motion: Cox moved and Brandon seconded to **send a letter of support for the Adobe Creek Conjunctive Use Project and authorize the President to sign.**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

8. OLD BUSINESS

8.1 Recruiting of Associate Directors nothing new

8.2 Cobb School Project - Dan Desmond: Lincoln has been working with Desmond on preparation of the informational watershed signs, which are now being inspected. Consensus that we should attend and help publicize the grand opening.

8.3 Meisenbach Scholarship nothing new

9. REPORTS/UPDATES

9.1 Lake County Fire Safe Council Report - Linda Juntunen

Has been attending lots of meetings, working on fuel reduction projects, and updating CWPP. She's not sure who will be staffing the Fire Safe Council booth at the county fair. The annual Heroes for Health and Safety event held in partnership with Sutter Hospital will be held on October 15.

9.2 Misc. Projects - Linda Juntunen: nothing else to report at this time

9.3 NRCS Report - Korinn Woodard

About \$3 million in federal funding has already been approved for projects, with another \$200,000 pending. Jim Harvey has inspected some 6000 seedling conifers that were planted last winter, and discovered that survival has been almost complete. The timber market has become saturated; it's still possible to cover costs but just barely. She suggests that we include some cedar with next year's order from El Dorado RCD. Oaks are resprouting very well, and knobcone coming up abundantly.

9.4 Eightmile Valley Project - Greg Dills

He has received all the numbers necessary to begin operations; Larry Ray is ready to start work next Monday.

He got a call from the California District Attorney's office saying that they expect to collect a \$2500 environmental fine that can be used for some unfunded costs of the Eightmile Valley Project.

Motion: Brandon moved and Lincoln seconded to **accept the environmental fine.**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

9.5 Valley Fire Chipper Program - Greg Dills

Has hired five crew members through EDD; they can start as soon as safety equipment arrives. In the meantime, additional applications have been coming in. Juntunen reports that South Lake Fire Safe Council has more applications than they can handle; Dills will coordinate with them to pick up some of the load. We're also offering the chipping service outside the Valley Fire area, for a charge.

9.6 Goats Rue Noxious Weed Management Project - Greg Dills.

Motion: Brandon moved and Aigner seconded to **approve the grant application for the Goats Rue Project**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

9.7 Indian Valley Project - Paul Aigner

He is working on the environmental documents: the project is exempt from CEQA but the BLM is requiring a NEPA process.

9.8 Reforestation Project

We still have not received any orders for seedlings, but Woodard expects them to start soon. She will speak to Andy Scully about getting cold storage space at Scully Packing. Bridges called

the nursery and was told that we will need about 9000 cubic feet of space, more if pallets are included. In comparison to the size of the warehouse this is very minor.

9.9 President/Director Reports

Griswold: will miss the November meeting because of a trip to the Falkland Islands.

Bridges: has been attending North Coast Durable Collaboration meetings. A group of north coast RCDs wants to establish a Joint Powers Agreement that will increase potential funding for the region, allow multiple RCDs to write grants jointly, and increase capacity of smaller RCDs (of which we are the smallest). Our support is requested for the establishment of an integrated data network software system. General agreement that this is a promising idea. but more specifics requested. Bridges will send a written description of the project to the group.

Brandon: plans to attend the Middletown Area Town Hall on Thursday evening to talk about the Trailside Park reforestation project and Chipper Program.

10. NEW BUSINESS

10.1 Adopt revised Employee Handbook

Motion: Aigner moved and Lincoln seconded to **adopt the Employee Handbook as amended.**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

10.2 Adopt Financial Policies

Motion: Aigner moved and Lincoln seconded to **adopt Financial Policies as presented.**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

10.3 Appoint Personnel Committee

Motion: Brandon moved and Cox seconded to **appoint Griswold as chair of the Personnel Committee, with Lyons and Aigner as members**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

10.4 Approve letter of inquiry to State Office of Historic Preservation and Army Corps regarding Middle Creek Marsh Wetlands Restoration Project: new information has made this request unnecessary.

10.5 Need new email address. Our current general email address is no longer appropriate after consolidation. We can get a gmail address, or at a monthly cost of \$4.08 get a customized address tied to the website. Additional website upgrades would be included.

Motion: Aigner moved and Lincoln seconded to **authorize Brandon to acquire the email address info@lakercd.org**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none
Abstained: none

Dills will retain the address lakercds@gmail.com for his own use on RCD business.

10.6 Need new answer machine for the chipper phone/fax line (707 263 5561)

Motion: Brandon moved and Aigner seconded to **authorize Dills to purchase a new answer machine**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

10.7 Approve Cooperative Agreement with NRCS to engage professional forestry assistance

Motion: Brandon moved and Aigner seconded to **approve the cooperative agreement to engage professional forestry assistance.**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none

11. GENERAL DISCUSSION - no action will be taken by the board.

Juntunen got a call from a representative of the Fire Learning Network (a branch of The Nature Conservancy) and will be meeting with her next week. This connection came out of her activities with Fire Scape Mendocino.

Klein requested that adoption of the budget be added to the September 13 agenda.

12. ADJOURN

Motion: Aigner moved and Cox seconded to **adjourn the meeting at 11:46AM**

Ayes: Griswold, Aigner, Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: none

Abstained: none