

Lake County Resource Conservation District

MINUTES

December 13, 2016

3865 Main St. Kelseyville CA95451

Minutes taken by Director Harry Lyons

President Griswold called the meeting to order at 10 AM

Directors Present: Paul Aigner; Jim Bridges; Judy Cox; Charlotte Griswold; Bill Lincoln; Harry Lyons.

Others Present: Dan Desmond; Greg Dills; Linda Juntunen; Tracy Klein.

Director Absent: Victoria Brandon

1. Introductions: None needed.
2. Public Input: None.
3. Safety Meeting: "Safe Winter Driving" conducted by Charlotte Griswold.
4. Approve Minutes  
Bill Lincoln moved to approve minutes of November 8, 2016; Charlotte Griswold seconded.  
Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons  
Nay – None  
Absent – Brandon  
Abstain – None  
Judy Cox moved to approve minutes of November 21, 2016; Harry Lyons seconded.  
Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons  
Nay – None  
Absent – Brandon  
Abstain – None
5. Financial Report  
As the balance sheet for November 30, 2016 showed a mysterious negative entry of 31551.59, no motion was made to approve the Financial Report. Tracy Klein will review the ledgers and report back with an explanation of the entry.  
All acknowledged receipt of East Lake and West Lake Audits from Pehling & Pehling.  
Bill Lincoln moved for signing of engagement letter for the audits; Jim Bridges seconded.  
Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons  
Nay – None  
Absent – Brandon  
Abstain – None  
Charlotte Griswold and Jim Bridges signed the engagement letters for the audits.
6. Approve & Pay Bills  
Bill Lincoln moved for approval and paying of outstanding bills; Paul Aigner seconded.  
Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

Directors discussed the possibility of being sent a list of pending bills before our meetings.

7. Correspondence

A large pile of non-exciting correspondence was handed to President Griswold.

8. Old Business

President Griswold announced her successful recruiting of Paul Aigner as an Associate Director after his resignation as full director and the self-recruitment of Linda Juntunen as Associate Director after her imminent retirement as Fire Safe Council Coordinator.

Thanks to Director Lincoln a paper Watershed Sign for Cobb School is ready to be sent to Minneapolis for conversion to a metal version.

Paul Aigner moved that the additional expense of \$100, charged to Dan Desmond's VISA card, be reimbursed by the District; Bill Lincoln seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

It was proposed by Dan Desmond and others that the annual Meisenbach Scholarships be converted to internships of \$500 each, for two high school students, one from Lower Lake High School and one from Middletown High School. The students would undertake conservation projects, possibly designing and staffing a booth at the March 16, 2017 Lake County Agriculture and Natural Resources Day. The board discussed this new event. Bill Lincoln will lead the effort to recruit interns and Dan Desmond, after the event, will put out an appeal for funds and logistical support to expand the internships to the County's other three high schools. At present, the Meisenbach funds are tied to the former East Lake RCD area, hence the eligibility restriction to Lower Lake and Middletown High Schools.

Judy Cox moved that we offer two \$500 internships in this manner; Bill Lincoln seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

Field Days/Kids in the Creek is planned for late May. Charlotte Griswold will coordinate with school directors after the holidays when those directors know the spring testing schedule.

9. Reports & Updates

Linda Juntunen submitted a report on monthly agency meetings, Firewise applications and renewals. Riviera Heights has submitted their Firewise Community application. She is working

with local, state, and federal fire agencies on the update of the Lake County Community Wildfire Protection Plan.

Korinn Woodard sent a report with suggestions for completing the RCD's Reforestation/Seedling program. (See New Business)

Greg Dills submitted a report on the Eightmile Valley Project, the Goat's Rue Project, the Valley Fire Chipper Program, and the Clayton Fire Chipper Program. Estimated time left in Valley Fire Chipping: 4 days. Estimated time left in Clayton Fire Chipping: 20 days.

Paul Aigner is working to transfer responsibility for the Indian Valley project to Directors Lincoln and Lyons.

#### 10. Resolutions & Other Action Items

2016 – 6 Appropriate Over-Realized Revenue: \$15,000 from the Lake Area Rotary Club Association to support chipper services for the Clayton Fire.

First the resolution required amending, to allot a portion of the funds for fuel and equipment maintenance.

Bill Lincoln moved to adjust allotment of funds; Judy Cox seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

Then, Paul Aigner moved to approve the amended resolution; Bill Lincoln seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

2016 – 7 Appropriate Over-Realized Revenue: \$35,952 from the Lake Area Rotary Club Association to support fire recovery reforestation.

Harry Lyons moved to approve; Bill Lincoln seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

2016 – 8 Allocate Unbudgeted Expense: \$60,000 from NRCS Grant Funds for salary, payroll taxes, and workman's comp insurance for NRCS Forester.

Jim Bridges moved to approve; Bill Lincoln seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

Bill Lincoln moved to approve the setting of a contract with Scully Packing for cold storage of reforestation seedlings for approximately eight weeks @ \$150 per diem; Judy Cox seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

The RCD is one of at least three parties (others include CalFire and Jim Harvey) that will split the costs. Each party will pay an equal fraction of the costs for the eight weeks. If a party chooses to store seedlings beyond eight weeks, said party will foot the bill for additional storage time.

Judy Cox moved to accept the resignation letter from Tracy Klein, our stalwart bookkeeper; Bill Lincoln seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

Bill Lincoln moved for an engagement letter for contracting with Marlene Wentz and Associates as for bookkeeping; Paul Aigner seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

Harry Lyons moved to accept the resignation letter from Paul Aigner; Bill Lincoln seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None

#### 11. New Business & General Discussion

Judy Cox was appointed to replace Paul Aigner on the personnel committee.

Harry Lyons was tasked with contacting newly elected District 4 supervisor Tina Scott for assistance in finding a replacement for Paul Aigner as director for the RCD.

Meeting times for 2017 were set for second Tuesdays, 10:00 am, at the Grape Commission Office.

Linda Juntunen was tasked with reaching Jenny Dostefno and arranging a tentative date for Jenny's assistance at a special meeting to set annual and five-year plans.

Jim Bridges asked the board to consider the purchase of a power auger for the planting effort at TrailSide Park. Paul Aigner promised to forward Jim photos of available hand tools at McLaughlin.

In order to refocus our 2017 and 2018 Reforestation efforts in accordance with Korinn Woodard's suggestions, the board established a Reforestation Committee, Linda Juntunen, Victoria Brandon, and Jim Bridges. They are assigned to:

1. Find out what the nursery will send us and when. (Jim Bridges)
2. Given the nursery information, prepare invoices to customers. These invoices will list types and quantities of seedlings and will clearly state that payment is due thirty days from receipt of the invoice – no payment within thirty days, no seedlings. The invoices will list sales tax, as we will use the RCD's Resale Number to avoid paying sales tax to the nursery. The invoices will state available dates and times and location for pick-up of seedlings. (Linda Juntunen and Victoria Brandon)
3. Schedule personnel including Mary, the forester, and board members as seedling schleppers, forklift operators, invoice checkers for alternate day pickup (MWF or TTH in the pickup weeks).

The most likely, acceptable, delivery date is late January. For pickup to begin then, invoicing would need to be finished in late December. Ideally, pickup would end in Late February.

## 12. Adjourn

Bill Lincoln moved to adjourn; Judy Cox seconded.

Aye – Aigner/Bridges/Cox/Griswold/Lincoln/Lyons

Nay – None

Absent – Brandon

Abstain – None