



Lake County Resource Conservation District  
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Charlotte Griswold  
President

MINUTES  
July 11, 2017  
3865 Main St. Kelseyville CA 95451

President Charlotte Griswold called the meeting to order at 10:01AM

Directors present: Charlotte Griswold, Victoria Brandon, Jim Bridges, Bill Lincoln, Harry Lyons, Merry Jo Velasquez

Others present: Linda Juntunen, Korinn Woodard, Greg Dills

1. INTRODUCTIONS: none needed

2. PUBLIC INPUT - none

3. SAFETY MEETING

“Harassment” conducted by Griswold

4. APPROVE MINUTES OF June 13 2017 MEETING

Motion: Lincoln moved and Velasquez seconded to **approve the minutes of the June 13, 2017 meeting**

Ayes: Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez

Noes: none

Absent: none

Abstained: none

5. FINANCIAL REPORT

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

Ayes: Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez

Noes: none

Absent: none

Abstained: none

6. APPROVE & PAY BILLS

Motion: Lyons moved and Lincoln seconded to **approve and pay all pending bills**

Ayes: Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez

Noes: none

Absent: none

Abstained: none

7. CORRESPONDENCE: none requiring action

8. OLD BUSINESS

8.1 Recruitment: Bridges has mentioned the District 3 vacancy to Ron Yoder, who has long been active in the Nice Watershed Council. Consensus that he would be a valuable board member and should be invited to the August 8 meeting. Vineyard manager Randy Krag has also been mentioned: Brandon will find out if he’s interested

- 8.2 Meisenbach Scholarship: nothing new
- 8.3 Field Days in the Creek/Kids in the Creek: nothing new
- 8.4 Invasive Weed Tour. Everything is on track to hold the event on July 20 at Anderson Marsh; Brandon has sent out publicity materials and is reconfirming with the presenters. RSVPs are required: call the Ag Dept at 263-0217 to sign up.

## 9. REPORTS/UPDATES

- 9.1 Lake County Fire Safe Council Report - Laurie Hutchinson, by email. Last month she participated in the monthly agency meetings, discussed grants and projects with various fire agencies, and is assisting with evaluation & determination of future projects. She has also created Facebook page for LCFSC. She's having some computer problems and would like to use the computer in the office: request approved by consensus.

Linda Juntunen: has just learned that Dwight Holford will be named Conservationist of the Year by the Board of Supervisors at 10AM July 18. As many of us as possible should plan to attend, and it would be nice to plan to take him out for brunch afterwards

- 9.2 NRCS Report - Korinn Woodard. Kate O'Donnell is retiring some time in August, and there are no immediate plans to fill the position which will mean a lot more work for Korinn.
- 9.3 Eightmile Valley Project - Greg Dills: no activity this reporting period
- 9.4 Goats Rue Project - Greg Dills: Larry Ray and BLM's 12-man crew pulled the Goat's rue seedlings and larger plants in sparsely populated sections of the project area. Densely populated sections were sprayed with herbicide the last week of June. Larry is confident that the end of the infestation was located approximately 1/2 mile past the confluence of Willow Creek downstream on Scotts Creek. BLM has gotten an additional \$24,000 to extend the project.
- 9.5 Chipper Program - Greg Dills. Clayton Fire Chipping Project: the California Disaster Relief falling crew worked the week of June 26th and was able to fall dead trees on 13 of the remaining parcels, approximately 70 trees. They are planning to return late summer to complete the remaining seven parcels in the program. Chipping will resume at that time. Valley Fire Hazardous Tree Removal Project: The crew began working with Wagner Enterprises crew the week of June 26th. The crew is providing traffic control, cutting limbs and branches, and loading and transporting material in the dump truck to the projects disposal on Cobb Mt.

**ACTION ITEM:** disposal of chipper. Griswold has been consulting with Doug Gearhart from Air Quality, who informed her that the District cannot sell the chipper to either Dills or to his son because of employee/nepotism rules. The fire chiefs might be interested in acquiring it and continuing the program. Estimated cost for repairs is \$4000 plus 8-10 hours labor. It's worth about \$10,000 as is, \$15,000 if repaired. Cost of repair is not much more than the cost of renting another chipper to complete the Clayton project as we are committed to do. On the other hand we don't want any more exposure to risk in this program.

**Motion:** Lincoln moved and Brandon seconded to dispose of the unit as scrap, giving preferential treatment to the Fire Chiefs Association but otherwise selling on the open market.

**Ayes:** Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez

**Noes:** none

**Absent:** none

**Abstained:** none

- 9.6 Indian Valley Project - William Lincoln, Harry Lyons: Molly Nielsen from BLM has finished the public review of NEPA document and will post the categorical exemption next week. It might be possible to get labor help from North Coast Indian council. . They are also waiting for Paul Aigner to gather more seeds.
- 9.7 Reforestation Project. Lincoln: tired of sprinkling, bought some drip tape, which is doing a much better job. Bridges: have to be careful not to overwater. Brandon: after months of dangling the Placerville nursery says they won't know what (if any) substitutes for incense cedar are available till it's time to pull the stock next January. We should start spreading the word that we have two year old seedling stock available for sale
- 9.8 President/Director Reports
- Griswold: had a productive day last week working with Juntunen cleaning out the office last week. She will check with Zach Pehling about which records have to be kept as hard copies.
- Brandon: has been in contact with Solid Ground about our strategic planning efforts. We need to schedule: Griswold will be out of the country from September 14 to November 5. Bridges: is working with Jim Morse of Solid Ground on the North Coast collaboration; he says repeating the process with the Sacramento Valley RCD would be a waste of time. We will continue as SVRCD members and attend meetings when possible.

## 10. NEW BUSINESS

- 10.1 Discuss/approve hiring part time Administrative Assistant and advertise for position. We need to follow the same process we just went through hiring a new FSC coordinator. This is a part time position (4 hours/week maximum) paying \$20/hour.  
Motion: Velasquez moved and Brandon seconded to **post vacancy in the Administrative Assistant position and accept applications**  
Ayes: Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez  
Noes: none  
Absent: none
- 10.2 Amend 2017-18 final budget to cover Administrative Assistant costs  
Motion: Lincoln moved and Velasquez seconded to **amend the final budget to cover the costs of hiring an Administrative Assistant**  
Ayes: Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez  
Noes: none  
Absent: none  
Abstained: none
- 10.3 Authorize creation of a Petty Cash Fund  
Motion: Brandon moved and Lyons seconded to **amend section IV (F) of the LCRCO Financial Policies and authorize the creation and funding of a Petty Cash Fund**  
Ayes: Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez  
Noes: none  
Absent: none  
Abstained: none

10.4 Authorize destruction of records

Brandon moved and Velasquez seconded to **authorize the destruction of obsolete records** according to the principles laid out in LCRCFD Financial Policies XXI, Records Retention

Ayes: Bridges, Brandon, Griswold, Lincoln, Lyons, Velasquez

Noes: none

Absent: none

Abstained: none

11. GENERAL DISCUSSION - none

12. ADJOURN

Motion: Velasquez moved and Lincoln seconded to **adjourn the meeting at 11:01AM**

Ayes: Griswold, Brandon, Cox, Lyons, Lincoln, Velasquez

Noes: none

Absent: Bridges

Abstained: none