



Lake County Resource Conservation District
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Charlotte Griswold
President

MINUTES

July 15, 2016

Agricultural Center Conference Room, 889 Lakeport Blvd, Lakeport
minutes taken by Secretary Victoria Brandon

District consolidation liaison Victoria Brandon called the meeting to order at 1PM

Directors and others present: Directors Jim Bridges, Victoria Brandon, Judy Cox, Bill Lincoln, Harry Lyons; also Tracy Klein, Linda Juntunen, Greg Dills, Kate O'Donnell, Greg Giusti.

Directors absent: Paul Aigner, Charlotte Griswold

1. INTRODUCTIONS: all present introduced themselves

1.1 Juntunen administered the oath of office to Directors Bridges, Brandon, Cox, Lincoln and Lyons

1.2 Elect officers

(a) Motion: Brandon nominated **Charlotte Griswold for LCRC D President** and Lincoln seconded

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

(b) Motion: Brandon nominated **William Lincoln for LCRC D Vice-President** and Bridges seconded

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

(c) Motion: Lincoln nominated **Victoria Brandon for LCRC D Secretary** and Cox seconded

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

Vice President Lincoln assumed the chair in the absence of President Griswold

1.3 Select regular meeting schedule. It was decided to meet at 10AM on the second Tuesday of every month, at the Wine Grape Commission conference room, 3865 Main St in Kelseyville.

The next meeting will be held on August 9.

2. PUBLIC INPUT: Giusti congratulated LCRC D on its creation, expressed his belief that consolidation will bring many benefits, and offered any assistance UCCE can provide in support.

3. SAFETY MEETING. "Back Safety" conducted by Lincoln. Dills will conduct a safety meeting for the chipper crew

4. APPROVE MINUTES OF PREVIOUS MEETING: N/A

5. FINANCIAL REPORT

5.1 Monthly Report. Klein reported that LCRCRD has been assigned the EIN 37-1831206. No financials are yet available for LCRCRD yet. She is working on revisions to the draft budget that was approved by ELRCD; Griswold's signature is still valid since she is continuing as President. New checks have been ordered but haven't arrived yet so she will have to meet with two directors next week for signatures. All directors present signed the county signature forms.

6. APPROVE & PAY BILLS

Motion: Brandon moved and Lyons seconded to **approve and pay outstanding bills**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

7. CORRESPONDENCE

- A renewal notice has been received from CARCD; we will continue membership.
- Dills reports that new legislation requires us to post a list of all software used by the district on the office notice board and on the website. He will prepare the list.

8. OLD BUSINESS

8.1 Recruiting of Associate Directors

Motion: Brandon moved and Cox seconded to **appoint Dan Desmond and Tony Blyleven as LCRCRD Associate Directors**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

8.2 Cobb School Project - Lincoln is working with Dan Desmond on the watershed maps

8.3 Meisenbach Scholarship - nothing new

9. REPORTS/UPDATES

9.1 Lake County Fire Safe Council Report - Juntunen has been attending meetings, working on fuel reduction projects, and working with local fire chiefs and state and federal agencies on updating the California Wildfire Protection Plan

9.2 Misc. Projects - Juntunen; nothing to report at this time

9.3 NRCS Report - O'Donnell: NRCS is processing more than 50 fire-related EQIP contracts. Giusti suggests contacting Boggs Forest to find out if they have extra trees. Korinn Woodard is working on this.

9.4 Eightmile Valley Project - Greg Dills

This project at the headwaters of Scotts Creek has been in the works since 1998, on land that was formerly used for hay and grazing and is now owned by BLM. Streams were diverted in the 1940s and started downcutting. A "plug and pond" restoration was completed in 2005 but an enormous storm early the following winter blew out the control structure. In cooperation with the Scotts Valley Band of Pomo Indians West Lake RCD got a design grant, applied for a

319 grant, with BLM as fiscal sponsor. He presents a BLM contract for \$96,000 for the RCD portion of the work. All billing has to change because we are now a new entity.

Motion: Bridges moved and Brandon seconded to **approve contract for the Eightmile Valley Sediment Reduction and Habitat Enhancement Project** and authorize the President to sign

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

9.5 Valley Fire Chipper Program - Dills has been working with BOS chair Rob Brown and LCAQMD head Doug Gearhart to provide free chipping to small acreage Valley Fire-impacted landowners who intend to rebuild. The service is being financed by a transfer from the LCAQMD \$20,000 revolving chipping account supplemented by a \$10,000 grant from LakeCountyRising#. EDD will supply a chipping crew, and we will provide a chipper foreman and a flagger. The service is free for two-acre maximum lot size, and available to owners of larger parcels on a 50/50 cost share @\$85 an hour. The standard charge is \$120/hour. The chipper can handle up to a 10-inch diameter trunk. It is the responsibility of the landowners to cut the trees, limb them out, and bring the material to the roadside. Juntunen: the Fire Safe Council also runs a chipper program, primarily in Cobb and Middletown.

Motion: Brandon moved and Lyons seconded to approve the Valley Fire Chipper Program

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

9.6 Indian Valley Project - Aigner not present

9.7 Reforestation Projects

- Bridges, Lincoln and Dan Desmond visited the El Dorado RCD in Placerville on June 14 to inspect our 100,000 seedling conifers; pictures have been posted to the website and Facebook page. El Dorado recommends that we hire their refrigerated truck to transport the seedlings. O'Donnell: Korinn Woodard is connecting with Scully Packing to ask for refrigerated storage space. We need to find out the volume of space needed. Giusti: find out if EDRCD will drop off their racks with the trays of seedlings. Discussion of optimal planting time with the conclusion that it has to be flexible, depending on the weather.
- Brandon met with the Public Services Department and Giusti at Trailside Park on June 28 to discuss the replanting project there. Everyone wants to move forward: the county will provide a design and LCRCDC will provide the seedlings and organize the project, with volunteer labor from Rotary and the Middletown and Lower Lake high school ag programs. Soroptimists have also offered some additional funding. She will go to the MATH meeting to report on our various fire-recovery projects.
- We need to get a Resellers License from the Board of Equalization in order to avoid paying double sales tax. Klein will work on it.

9.8 2016 Weed Tour - Brandon reports that this annual event has been scheduled for Thursday July 28, at Anderson Marsh. The county Ag Department will provide lunch and take reservations as usual, but we are taking primary responsibility for recruiting presenters and doing the publicity. A press release has gone out.

9.9 Goats Rue Noxious Weed Management Project - Dills: there is an infestation of Goats Rue (a federally listed noxious weed that the Ag Commissioner is mandated to eradicate) in Eightmile valley, partly on BLM land and partly private. WLRCO and BLM submitted a grant application through IRWMP last year that was rejected, and he recommends that we reapply. He will send out the application for review, and seek approval at the next meeting.

9.10 President/Director Reports

- Brandon: has been invited to discuss RCD consolidation and our fire-recovery projects at the Sierra Club meeting on September 21 in Lower Lake. Also reports that Tuleyome's purchase of the 1200-acre Silver Spur Ranch near Indian Valley reservoir has been completed. A lot of restoration work is needed on the property, and they want to partner with LCRCO to do it.
- Lyons: Peter Windrem has brought together a small group of stakeholders to work on getting Army Corps approval for the Middle Creek Wetlands Restoration Project.

10. NEW BUSINESS

10.1 LCRCO Employee Handbook. Dills and Brandon have revised the WLRCO handbook for use by LCRCO: it still needs additional revision but needs to be adopted before the chipper crew can be hired. At the next meeting we also need to appoint a Personnel Committee and approve financial policies.

Motion: Cox moved and Bridges seconded to **adopt the Employee Handbook**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

10.2 Grant billing procedures

Motion: Brandon moved and Cox seconded to **approve process necessary to obtain new Dun & Bradstreet number and SAM (System for Award Management) and new IPP (Invoicing Processing Platform) registrations**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

10.3 Workers Comp policy. Klein: SDRMA has provided a \$3266 quote for workers comp insurance; this is an estimate that may go up and down depending on actual employee hours.

Motion: Brandon moved and Cox seconded to **adopt a resolution approving the form of and authorizing the execution of a sixth amended and restated Joint Powers Agreement and authorizing participation in the Special District Risk Management Authority Workers' Compensation Program.**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

Motion: Brandon moved and Cox seconded to **to adopt a resolution authorizing and empowering the President and Secretary to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self Insure workers' compensation liabilities on behalf of the Lake County Resource Conservation District and to execute any and all documents required for such application.**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

Motion: Brandon moved and Cox seconded to **accept the SDRMA policy quote**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

10.4 Lake County Land Trust support letter.

Motion: Lyons moved and Cox seconded to **approve letter of support to the WCB for Land Trust Melo Purchase funding** and authorize the president to sign

Ayes: Bridges, Brandon, Cox, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: Lincoln

10.5 Determine future LCRCO director selection process.

Motion: Brandon moved and Cox seconded to **adopt a policy that future LCRCO directors be appointed by the Board of Supervisors rather than being elected**

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none

10.6 Cooperative Agreement with NRCS to engage professional forestry assistance -

O'Donnell: the contract and workload analysis are in progress; the contract will probably be ready for approval at the next meeting. Brandon is meeting with Korinn Woodard on July 26 to work out some details.

11. GENERAL DISCUSSION - no action will be taken by the board - none

12. ADJOURN

Motion: Bridges moved and Lyons seconded to **adjourn the meeting** at 3:08PM

Ayes: Bridges, Brandon, Cox, Lincoln, Lyons

Noes: none

Absent: Aigner, Griswold

Abstained: none