

HONEY LAKE VALLEY
RESOURCE CONSERVATION DISTRICT
www.honeylakevalleyrcd.org

SPECIAL MEETING MINUTES

Date: Friday, August 31, 2018

Location: USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130

Present: Board: Jesse Claypool
Laurie Tippin
Dave Schroeder

Staff: Ian Sims

Attendees:

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Board Chair Jesse Claypool called the meeting to order at 10:13 am, pledge of allegiance was recited, and quorum was noted. Board Member William Johnson and Wayne Langston was absent.

II. APPROVAL OF AGENDA

Board Member Dave Schroeder made a motion to approve the agenda, Board Member Laurie Tippin seconded, and the motion passed with incorporated changes. All.

III. PUBLIC COMMENT

Per RCD Board Policy No. 5030.4.1, during this portion of the meeting any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the District. Five (5) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.

IV. CONSENT ITEMS

A. Approval of 7/25/18 regular meeting minutes.

Board directed to have the Treasurer's Report distilled into a monthly one-page summary report and to have the full accounts summary included in the posted agenda. Dave Schroeder made a motion to approve the consent items, Laurie Tippin seconded, and the motion passed. All.

V. REPORTS

A. District Manager Report – Sims

(Please see August Agenda on HLVRCD website)

B. NRCS Agency Report – Peitz

Eric Peitz has left the NRCS-Susanville office for a new position with the Inland office

C. Lassen SWAT – Tippin/Sims

Begin work on Strategic Plan

F. WAC Report – Langston

G. Modoc Regional RCD/CARCD Report – Tippin

Tentative meeting 10/24

H. Fire Safe Council Report – Johnson

I. IRWMP Report – Claypool

J. Unagendized Reports by Board Members

Jesse Claypool directed staff to request feedback from state RCD's regarding employee benefit plans, he would like to discuss the potential options practical for HLVRCD.

VI. ITEMS FOR BOARD ACTION AND/OR DISCUSSION – RCD

A. Consideration and approval of designating a Board member and alternate to serve as a voting delegate at the 2018 CARCD Annual Conference (attachment) - Sims.

Jesse Claypool made a motion to approve item VIA selecting Laurie Tippin as CARCD representative and William Johnson as alternate, Dave Schroeder seconded, and motion passed. All.

B. Consideration and approval of health insurance reimbursement for District Manager (attachment) – Sims

Dave Schroeder made a motion to approve the reimbursement of health insurance contingent on developing a supporting policy and that if the District Manager were to cease employment a pro-rated health insurance premium would be deducted from District Manager's payroll, Laurie Tippin seconded, and motion passed. All.

C. Consideration and approval to purchase new laptop for District Manager not to exceed \$1,500 – Sims

Laurie Tippin made a motion to approve item VIC, Dave Schroeder seconded, and motion passed. All.

D. Consideration and approval of FYE17 Draft audit (attachment) – Sims

Board requested presentation from contracted auditing firm at next Board meeting before Board approves draft audit

E. Consideration and approval of Request for Proposals (RFP) for auditing services (attachment) – Sims

Dave Schroeder made a motion to approve item VIE, Laurie Tippin seconded, and motion passed. All.

F. Consideration and approval of upgrading banking services with Tri-Counties Bank to Business Online Banking Plus (attachment) – Sims

Laurie Tippin made a motion to approve item VIC, Dave Schroeder seconded, and motion passed. All.

G. Consideration and approval to submit 2018 Climate Smart Agriculture Technical Assistance Grant for \$50,000 (attachment) - Sims

Laurie Tippin made a motion to approve item VIC, Dave Schroeder seconded, and motion passed. All.

VII. RECESS OF RCD PORTION OF MEETING

Per Government Code 54952.3, the RCD portion of the meeting was recessed in order for the WM Board to convene.

VIII. ITEMS FOR BOARD ACTION AND/OR DISCUSSION - WATERMASTER

A. Consideration and approval of Lozano Smith, LLP invoice 2060091 and 2060092 for \$2,958.00

Laurie Tippin made a motion to approve item VIIIA, Dave Schroeder seconded, and motion passed. All.

IX. RECESS OF WM PORTION OF MEETING

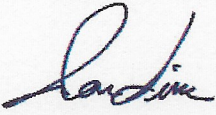
X. RECONVENE RCD PORTION OF MEETING

XI. ADJOURNMENT

Dave Schroeder made a motion to adjourn the meeting, Laurie Tippin seconded, and the meeting was adjourned at 1:15 PM. All.

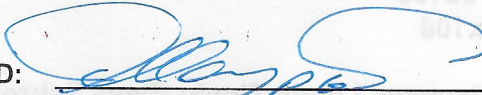
The next scheduled Honey Lake Valley RCD meeting is Wednesday, September 26, 2018 at 5:30 pm at the USDA Service Center, 170 Russell Avenue, Suite C, Susanville, CA 96130.

Respectfully submitted,



Ian Sims
District Manager

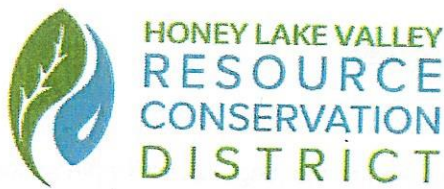
APPROVED:



Jesse Claypool, RCD Board Chairperson

DATE:

September 26, 2018



**Closed Session Meeting of the:
Honey Lake Valley Resource Conservation District**

Date: Friday, August 31, 2018

Location: USDA Service Center
170 Russell Avenue, Suite C
Susanville, Ca. 96130
(530) 257-7271 x100

Present: Board: Jesse Claypool, Laurie Tippin, Dave Schroeder
Absent: Will Johnson, Wayne Langston
Staff: Ian Sims

MINUTES

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Board Chair Jesse Claypool called the meeting to order at 1:30 pm.

II. APPROVAL OF AGENDA

Laurie Tippin made a motion to approve the closed session agenda, Dave Schroeder seconded, and the motion passed. All

III. PUBLIC COMMENT ON CLOSED SESSION ITEM

None

IV. ADJOURNMENT TO CLOSED SESSION

The Board adjourned to closed session at 1:35 pm.

Personnel – Certain personnel matters pursuant to Government Code Section 54957 – District Manager Ian Sims Performance Evaluation – Dave Schroeder made a motion to approve the performance evaluation for District Manager, Ian Sims, Laurie Tippin seconded, and the motion passed. All.

V. RECONVENE IN OPEN SESSION

A. Reportable action: The Board reconvened in open session at 2:45 pm. District Manager, Ian Sims, received a positive evaluation and pay raise effective 9/3/2018

VI. ADJOURNMENT

Dave Schroeder made a motion to adjourn the closed session portion of the meeting, Laurie Tippin seconded, and the meeting was adjourned at 2:50 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ian Sims".

Ian Sims
District Manager

APPROVED:



Jesse Claypool, RCD Board Chair

DATE:

September 25, 2018