



# SHASTA VALLEY RESOURCE CONSERVATION DISTRICT

Siskiyou County, California

## MINUTES

Summarized **MINUTES** from the Board of Directors' Regular monthly meeting of the Shasta Valley Resource Conservation District, in Yreka, California, on Wednesday, June 19th, 2024.

This meeting was conducted as a live in-person meeting with remote access for those who wished to attend via Zoom. The location for the meeting was the Siskiyou Economic Development Council conference room, 1512 S. Oregon Street; Yreka, CA.

Directors Present: Jay Perkins, Mike Luiz, Bill Hirt

Directors Absent: Ryan Walker

Associate Directors: None

Staff Present: Rod Dowse, Dan Blessing, Ayn Perry, Renee Main, Michael McGill

Guests: Alisa Scholberg, contract bookkeeper, Janae Scruggs, California Department of Fish and Wildlife

### Call to Order

After a quorum was established, the meeting was called to order at 6:37 pm by Vice-Chair Bill Hirt.

### Review and Approval of Agenda

The agenda was amended to include 6.6 Discussion and possible action: Contract award for West Mt. Shasta, Jessup Handwork. Amended agenda approved by common consent.

Introductions Janae Scruggs, CDFW

Public Comment: None.

Presentations; None.

### Approval of Minutes

Hirt presented the Minutes for approval. **ACTION:** Approve Minutes for May 15th, 2024. **MOTION:** Luiz; **SECOND:** Perkins. **Approved by Voice Vote: AYES:** Perkins, Luiz, Hirt **Noes:** None **Abstentions:** None **Motion Approved**

### Financial Report:

Scholberg presented the Financial Report for discussion and approval. The bank balance is \$934,185.23 and total assets are \$1,419,864.33 which includes \$337,762.39 in Accounts Receivable. There is a large advance for IRWM for \$380,000 that shows as a credit on the AR. The total liabilities are \$635,702.40 which includes Accounts Payable of \$621,994.53. **ACTION:** Approve Financial Report for May 2024. **MOTION:** Hirt, **SECOND:** Luiz. **Approved by Voice Vote: AYES:** Perkins, Luiz, Hirt, **Noes:** None **Abstentions:** None **Motion Carried.**

### Ratify Payroll

Scholberg reviewed the payroll with the Board for May 2024 in the amount of \$34,329.17 . **ACTION:** Approve Payroll. **MOTION:** Luiz, **SECOND:** Hirt, **Approved by Voice Vote:** **AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

**Approval of Bills**

Scholberg presented the April bills for review and approval. Warrants for \$112,713.55 , were submitted for approval. **ACTION:** Approve Bills for Payment. **MOTION:** Perkins, **SECOND:** Luiz, **Approved by Voice Vote:** **AYES:** Perkins, Luiz, Hirt, **NOES:** None; **ABSTENTIONS:** None. **Motion Approved.**

<b>Overhead:</b>	<b>\$27,659.10</b>
US Bank Rod	\$1,387.25
US Bank Ethan	\$20.00
Alisa Scholberg Bookkeeping	\$1,525.00
Cal Ore Communications	\$109.00
Streamline	\$18.00
Mountaineer IT	\$1,022.00
Principal	\$407.64
Blue Shield	\$3,163.27
Jose Alberola	\$30.00
Jose-Mileage	\$50.80
Jonathan Theodore	\$30.00
SDRMA Insurance	\$12,960.87
SDRMA Worders Comp	\$6,935.27

<b>Grant Invoices:</b>	<b>\$85,054.45</b>
Mountaineer IT	\$1,652.28
Mountaineer IT	\$1,652.28
Mountaineer IT	\$338.61
Andrea Claassen	\$414.94
JCota Forestry	\$14,875.00
Premier Clearing	\$14,998.98
Quercus Consultants	\$2,845.46
Premier Clearing	\$48,276.90

**Budget Transfers:** Minor adjustments were suggested and discussed with a line item increase for computers including services, and software. A line item adjustment in operations. **ACTION:** Make line item transfers **MOTION:** Luiz, **SECOND:** Perkins, **Approved by Voice Vote:** **AYES:** Perkins, Luiz, Hirt, **NOES:** None, **ABSTENTIONS:** None. **Motion Approved.**

**Approval of Donations Received:** None  
**Correspondence:** None

**Business – Discussion and Possible Action**

- 6.1** Discussion and possible action: Contract award for West Mt. Shasta Project, Jessup Mastication. McGill presented bids for contract award. Board approves award to J. Cota Forestry.
- 6.2** Discussion and possible action: Contract award for West Mt. Shasta Project, Woolsey Handwork. McGill presented bids for contract award. Board approves America Reforesting.
- 6.3** Discussion and possible action: Contract award for Craggy Project, Mastication. McGill presented bids for contract award. Board approves award to CLT Logging
- 6.4** Discussion and possible action: SVRCD 23-24 budget amendment. Dowse presented budget amendments. Adjustments to be made by budget transfers. Board approves.

- 6.5** 24-25 Draft Budget presentation: Review discuss and possible action.- **Board tabled till July**  
**6.6** Discussion and possible action: Contract award for West Mt. Shasta, Jessup Handwork. Michael presented bids for contract award. Board approves award to CLT Logging.

### **Staff and Project Reports**

Perry presented on the Meamber Fish Screen projects. She did a walk through with the consultant, Andrea Claassen at the site to complete the biological and botanical inventories. Claassen recommended using the William Rich cultural resources study from the MG Weir for this project. Requested a board resolution. Perry updated that SVRCD continues to provide administrative support to the Siskiyou RCD.

McGill presented on West Mt. Shasta project. He went with Grantham and the landowners to review the work that was done. They will look at McKinley Scott project next for an update. Grantham to get a Burn Boss class offered here locally for training in prescribed fires. Yreka High School metal shop to outfit PBA trailer with shelving. McGill reported the Craggy mastication will be happening soon. McGill reported on West Mt. Shasta may need an extension as the project is due in March 2025. McGill offered the board members a tour of the different projects.

Blessing presented that 8 contracts will be active on West Mt. Shasta project. Blessing stressed concern over lack of staffing for oversight of contractors. Blessing working on bids to go out on 500 acres for Craggy project and 2,000 acres for McKinley project. Blessing gave an update on the Horse Creek Culvert project that M. Peters will start on Monday, June 24,2024 to install 14 more culverts. Alberola is managing the culvert contractor. Blessing presented on the Mt. Shasta defensible space that they just had pre-bid tours on the first 8 homes. In total, 50 people have signed up with 25 assessments completed. The project is waiting for the approval from the State Fire Marshall.

Dowse presented other investment opportunities besides the CD we have through the bank. Dowse presented on website changes that will be happening through a Dept. of Justice ruling on compliance with ADA. Dowse presented that Kathryn Cowley is working to help to bring the employee handbook up to compliance. Dowse presented that we have secured one Grizzly Corps Fellow for next year and interviewing for a second one. The President of Grizzly Corps will be coming to visit SVRCD to see our operation.

### **Other Agency/Group Reports:**

Dowse gave an NRCS report per Brian Hadwick, acting District Conservationist for Yreka. They are to have a Pathway employee in the next few weeks. Staff are halfway through the EQIP irrigation applications.

Perkins presented concern of short staffing. Would like to see more competitive packages for employees. To look for next budget to reflect more competitive professional wages.

**Closed Session:** None

### **Meeting Adjourned –**

The meeting was adjourned at 8:08 pm by Vice-Chair Hirt.

Next Meeting: July 17th, 2024.

### **Future Agenda Items:**

Minutes approved as typed as corrected.



Chairman

July 17, 2024

Date



District Administrator

July 17, 2024

Date