BUTTE COUNTY 150 Chuck Yeager Way, Suite A

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 RESOURCE www.buttecountyrcd.org

CONSERVATION DISTRICT

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**BOARD OF DIRECTORS MEETING**

**MINUTES**

**Date: Thursday April 19, 2018**

**Time: 9:00 a.m.**

**Location:** 202 Mira Loma Dr., Truckee Conference Room, Oroville, CA 95965

*Directors/Associate Directors in Attendance: Dave Lee, John Christofferson, Mike Felkins, and Colleen Hatfield*

*Others in attendance: BCRCD: Thad Walker, Tim Keesey, and Wolfy Rougle; NRCS: Dan Taverner.*

1. **CALL TO ORDER:** The meeting was called to order at 9:00 a.m. byDave Lee, President
2. **WELCOME AND INTRODUCTIONS:** No new visitors.
3. **REVISIONS TO AGENDA**: None.
4. **PUBLIC COMMENT (on non-action items):** None.
5. **ACTION ITEMS –** Dave Lee, President
	1. Review and approval of the minutes of the Regular meeting held March 15, 2018: Director Christofferson made a motion to approve the March 15, 2018 minutes. Director Felkins seconded the motion and it was approved. Director Hatfield abstained as she was not present at the meeting.
	2. Review and Approve Outstanding Bills: Director Christofferson made a motion to approve the bills as presented. Director Felkins seconded the motion and it was approved unanimously.
	3. Bookkeeper report – Quickbooks update. The Bookkeeper has been diligently updating Quickbooks. Director Lee and Director Hatfield will be sitting down with her to rectify accounts. Director Felkins requested copies of the current check registry as soon as Quickbooks is up to date.
	4. Payment of outstanding overdue bill - Allevity: Director Felkins made a motion to pay Allevity $2,000. Director Christofferson seconded the motion and it was passed unanimously.
	5. Report – Website, E-mail, Internet connection – Thad Walker: The new website, [www.bcrcd.org](http://www.bcrcd.org) is up and running. Staff is working on developing additional content. The old website, [www.buttecountyrcd.org](http://www.buttecountyrcd.org) will expire in the next month. The County Trails plan survey is on the website and that is resulting in increased traffic to the site.

***Future Action Needed:***  *1)Board member bios need to be updated on the site; 2) The Board of Supervisors link needs to be changed to the new RCD website; 3) The agenda outreach list needs to be rebuilt.*

* 1. Invoice Policy/format, accounting and Square Account. – Thad Walker – Invoicing is up to date and being conducted through Quickbooks. Square account is available, if needed.
	2. Safety training– Director Felkins: Director Felkins will meet with Walker and Rougle on Tuesday, March 20th to conduct safety training.
	3. GIS license – Director Christofferson – Tim Keesey: GIS license is ready to download onto new RCD computer. The RCD obtained an old plotter from NRCS and has acquired plotter paper. There was discussion regarding obtaining coated paper for better quality maps.
	4. North County Road Inventory – Amended Agreement - Tim Keesey: Keesey presented an amendment to the contract between the RCD and Pacific Watershed Associates (PWA) to have PWA assist the County in the development of specifications for the Counties bid package to improve Powellton Road based on PWA’s recommendations. Director Christofferson made a motion to approve the amendment. Director Hatfield seconded the motion and it was approved unanimously.
	5. CLFA Forestry Workshop – Tim Keesey: Keesey provided an overview of the workshop, which discussed reducing stocking standards in the California Forest Practice Act to reduce overstocking and the wildfire effects and forest health issues that result. The second day discussed surveying for and avoiding impacts to endangered and threatened frog species from forest activities. Workshop discussion lead to discussion regarding the RCD working with the NRCS and One Tree Planted, a non-profit that provides seedlings for reforestation, to replant areas of Butte County burned during the recent fire season. This lead to a discussion regarding working with the Forest Service to replant burned areas on Forest Service lands.

***Future Action Needed:*** *Thad is going to look into the possibility of developing a Stewardship Agreement with the Forest Service. Taverner informed the Board that Jim Spears would be a good contact as he has worked with the Trinity RCD to develop a Stewardship Agreement with the Trinity National Forest.*

* 1. There was discussion regarding current overstocking of forests and the associated effects on tree mortality and catastrophic wildfire. There was also discussion regarding the Foothill yellow-legged frog. Director Christofferson made a motion to send Keesey to the CLFA Forestry Workshop on April 16-17 in Anderson, CA with funds from the DOC FAP grant. Felkins seconded the motion and it was passed unanimously.
	2. Sacramento Region CARCD Meeting – May 8th – Directors: Director Hatfield provided an overview of the upcoming meeting, which will be an all day working meeting with Solid Ground, a consultant who assists RCD’s and the CARCD with Strategic Planning efforts, to empower RCD’s in the region. Consultants and other NRCS partners work on a regional scale and RCD’s should work toward a similar model.
	3. Next meeting date: April 19, 2018 at 202 Mira Loma Dr., Oroville 9:00 am: There was discussion regarding replacements for the current vacancy on the RCD Board. There was discussion about the need for a Rancher on the Board because there will be an outreach effort by the NRCS this year in this area.
1. **RCD PROJECTS AND PROGRAMS**
	1. NRCS Agreement – Dan/Thad: There was discussion regarding the billing rate that the RCD uses on NRCS Cooperative Agreement invoices. There was consensus to continue using the $55/hour rate. There was discussion regarding outreach to hire a new Engineering Technician or use engineering consultants. There are current NRCS projects that the RCD could assist in providing engineering services for.

The NRCS agreement with the State Historic Preservation Office (SHPO), which streamlined the archaeological review process for NRCS projecs, has expired. This is going to significantly affect the timeline for project implementation as every project will now have to be reviewed by SHPO individually prior to implementation.

***Future Action Needed:*** *Staff will obtain rates from engineering firms to assist with NRCS planning.*

* 1. Projects – Thad Walker
		1. NRCS Conservation Planning and Engineering Agreements– Walker submitted invoices for the month of March for the two agreements. Walker is assisting NRCS with NAQI verifications.
		2. Table 2: Walker is meeting with the Forest Service on March 15th  to review maps and prioritize routes. There is $20,000 left in the project budget.
		3. County Trails Plan: The survey is on the RCD website and will be available to fill out until April 30th. There have been 500 surveys completed to date.
		4. State OHV Grant – Granite Basin: Butte County is still working on obtaining an agreement from the State for the OHV Granite Basin project. Mary Sullivan, the Forest Service contact for the project, is leaving to work on the Tahoe National Forest. Clay Davis, PNF NEPA Planner, will be taking her place.

***Future Action Needed:*** *Director Christofferson would like maps of the Table 2 routes.*

* 1. Projects – Tim Keesey
		1. Keesey provided a monthly report (*See Attachment A*).
		2. Keesey provided a draft proposal to conduct the NEPA/CEQA for Butte County’s State funded Granite Basin OHV project.

***Future Action Needed:*** *Keesey will work with Director Christofferson to fine tune the proposal and then set up a meeting with Butte County Public Works to discuss.*

* 1. Other Projects: None.
1. **PARTNERS’ REPORTS (**5 minute limit per group)
	1. Natural Resource Conservation Service (NRCS): See 6(a)
	2. Butte County departments: None
	3. Community groups and agencies: None
2. **CLOSED SESSION – Directors only**
3. Continuing Personnel Discussion: The Board went into closed session: Director Hatfield moved and Director Christofferson seconded a motion to hire Wolfy Rougle for up to 20 hours/week to assist Walker with billable hours as well as office administrative duties.
4. **BOARD OF DIRECTORS REPORTS**
	1. Butte County RCD Directors and Associate Directors are welcome to report: None.
5. **ADJOURNMENT**