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 March 15, 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.*

*Others in attendance: BCRCD: Thad Walker, Tim Keesey, NRCS: Dan Taverner; Butte Co. Dept. of Water and Resource Conservation: Kelly Peterson.*

1. **CALL TO ORDER:** The meeting was called to order at 9:00 a.m. byDave Lee, President
2. **WELCOME AND INTRODUCTIONS:** Kelly Peterson introduced herself as the new Water Resource Scientist for the Butte County Department of Water and Resource Conservation replacing Christina Buck, who has replaced Vicky Newlin as the Assistant Director.
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 February 15, 2018: Director Christofferson made a motion to approve the February 15, 2018 minutes. Director Felkins seconded the motion and it was approved unanimously.
	2. Review and Approve Outstanding Bills: Director Felkins made a motion to approve the bills as presented. Director Christofferson seconded the motion and it was approved unanimously.
	3. Bookkeeper report. The Bookkeeper had planned to attend the meeting today, but was unable to make it. Quickbooks online is up and running. The RCD will be able to submit the required State Report and be able to get expense reports for monthly meetings.
	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: The new website, [www.bcrcd.org](http://www.bcrcd.org) is up and running. The old website, [www.buttecountyrcd.org](http://www.buttecountyrcd.org) will expire in the next month. It would cost $60/year to keep the domain name. Walker, Worden, and Director Hatfield currently have access to the new website to provide content.
	6. Check Signing Policy – Director Felkins/ T. Keesey: The Board reviewed the updated draft policy. Director Christofferson made a motion to approve the updated policy. Director Felkins seconded the motion and it was approved unanimously.
	7. Invoice Policy/format and Square Account (Quickbooks) – T. Walker: Walker is now doing invoicing through Quickbooks
	8. Safety training– Director Felkins: Taverner informed the Board that there are several trainings that NRCS staff is required to perform online through AgLearn. Taverner will hold a field training in the near future that will cover dehydration, sun burn, poison oak and other dangers of the outdoors. Director Felkins will develop a personnel file for Walker and Worden and maintain them in the RCD office. He will check on whether Allevity would like copies of training certificates. There was discussion regarding quad training and the fact that the RCD quad has issues.

***Future Action Needed:*** *Director Felkins will establish new personnel files for Walker and Worden. Director Felkins will give Walker and Worden training based on Allevity requirements and NRCS and RCD needs (Quad) by next meeting.*

* 1. GIS license – Director Christofferson – Tim Keesey: Director Christofferson made a motion to purchase an ArcGIS license for the RCD for $300/year using DOC FAP funding. Director Felkins seconded the motion and it was passed unanimously.
	2. North County Road Inventory: Keesey presented an updated budget for the SWRCB TRF North Butte County Road Inventory and Improvement Project with changes based on comments from the SWRCB. There was consensus that Allevity should be added to the budget as a consultant for time that Walker will spend on the project.
	3. CLFA Forestry Workshop – Tim Keesey: 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.
	4. Sacramento Region CARCD Meeting – May 8th – Directors: Director Hatfield would like other Directors to attend the Sac Region CARCD meeting on May 8th,
	5. 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: EQIP contracts must be signed by March 20th for the 1st batching period. CSP has closed. There are problems with the way the program is being run with regard to Nutrient Management. There is an increase in interest in EQIP from Forest properties. The Oroville office is going to get a new Planner and a new Engineer in the near future.
	2. Projects – Thad Walker
		1. NRCS Conservation Planning and Engineering Agreements– Walker submitted invoices for the month of February for the two agreements. Walker submitted requests for an additional $50,000 for the Conservation Planning agreement. Walker is assisting NRCS with NAQI verifications.
		2. Table 2: Walker met with OHV groups to discuss the Table 2 project and is meeting with the Forest Service on March 15th.
		3. State OHV Grant – Granite Basin: The Butte Co. Board of Supervisors approved an agreement with the RCD for $136,000 to layout trails and work with specialists to meet NEPA/CEQA requirements. There was discussion regarding whether the RCD had the capacity to do the NEPA/CEQA.

***Future Action Needed:*** *Director Christofferson will meet with Schmidt from Butte Co. Public Works to discuss having the RCD conduct the NEPA/CEQA analysis for the Granite Basin project. If Public Works is interested, Keesey will develop a proposal.*

* 1. Projects – Tim Keesey
		1. Keesey provided a monthly report (*See Attachment A*).
	2. Other Projects: None.
1. **PARTNERS’ REPORTS (**5 minute limit per group)
	1. Natural Resource Conservation Service (NRCS): See 6(a)
	2. Butte County departments: Peterson discussed the projects that she is working on for the Butte County Dept. of Water and Resource Conservation. These include: groundwater monitoring, water quality monitoring, and the Sustainable Groundwater Management Act (SGMA). There was discussion regarding the recharge study that the RCD assisted with.
	3. Community groups and agencies: Director Christofferson provided an update regarding a $36,000 proposal submitted by the Butte Co. Sheriff’s department to enforce ATV laws at Butte Meadows and High Lakes. The proposal briefly discussed East Butte County, PNF, Sly Creek, and Strawberry campground. Director Christofferson discussed the proposal with the Sheriff’s office because he feels that next year the proposal should be for $72,000 due to the extent of the area that needs to be covered.
2. **CLOSED SESSION – Directors only**
	1. Continuing Personnel Discussion: The Board went into closed session at 11:23. No action taken.
3. **BOARD OF DIRECTORS REPORTS**
	1. Butte County RCD Directors and Associate Directors are welcome to report: None.
4. **ADJOURNMENT**