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 June 14, 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, Colleen Hatfield, and Mike Felkins*

*Others in attendance: BCRCD: Tim Keesey, and Wolfy Rougle; NRCS: Dan Taverner; Butte County Department of Water and Resource Conservation KellyPeterson*

1. **CALL TO ORDER:** The meeting was called to order at 9:01 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 May 17, 2018: Director Christofferson made a motion to approve the May 17, 2018 minutes. Director Hatfield seconded the motion and it was approved unanimously.
   2. Review and Approve Outstanding Bills: Director Christofferson made a motion to approve the accounts payable register. Director Felkins seconded the motion and it was approved unanimously.
   3. Payment of Evans Bill – Director Christofferson: There was discussion regarding a $60 payment to Singleman that was not on the outstanding bill statement. (I need help with this one!)
   4. University Fund – Director Hatfield: Director Hatfield provided an update regarding $7,000 in a Lady Auxilliary Fund established in the 60’s at CSU Chico that is supposed to support students. The RCD is supposed to tell the University what they would like to do with the funds. Ideas included a Public Administration internship, Ag scholarship, Engineering Technician intership, and working with the Center for Water and Environment.
   5. Bookkeeper report – The bookkeeper continues to update Quickbooks. A profit and loss, profit and loss by class have been provided. There are still some issues that need to be resolved. Director Felkins requested a balance sheet. Director Lee is working with the County to obtain a copy of the County’s audit.
   6. Dome Trail Agreement – Thad Walker: Walker was not present to provide an update, but the agreement was approved at the April RCD meeting. There was discussion regarding the development of a one page synopsis for each grant with timelines, scope of work, deadlines, revenue vs. expenditures to date. Peterson had a template that she used when she worked for the RCD that she will pass on to staff.
   7. Contract with Butte County for Trails Project – Tim Keesey: Rougle is working on the County Trails Plan, which is due June 30th. Keesey provided an update on the Granite Basin OHV NEPA/CEQA project. The contract has been executed. Walker and Pelkoffer are flagging the new routes. Background research has been completed and wildlife and botanical surveys are being conducted.
   8. SDRMA Insurance – Director Hatfield: The insurance invoice has gone up due to lack of an Audit.

***Future Action Needed:*** *The Board will research options for obtaining an audit.*

* 1. LAFCO Survey – Director Christofferson: Director Christofferson has been working with LAFCO regarding a survey they would like completed. LAFCO would like to do a study of the RCD’s sphere of influence. Conservation Districts are not regulated by LAFCO.
  2. Conflict of Interest Policy – Director Christofferson: Director Christofferson is working on a Conflict of Interest policy to present at next month’s RCD Board meeting.
  3. Safety Training – Director Felkins: The Forest Service is requiring that any staff or contractors working the Granite Basin OHV project review a Field safety Job Hazard Analysis (JHA). Keesey will forward the JHA to Rougle and Director Felkins.
  4. North County Road Inventory – Amended Agreement – Tim Keesey: PWA is putting together the bid solicitation for the Powellton Road project and will have a draft completed in July. Keesey is working with the State Water Resources Control Board to develop the final grant agreement.

* 1. Next meeting date: July 19, 2018 at 202 Mira Loma Dr., Oroville 9:00 am: Consensus to hold the next meeting on July 19th.

1. **RCD PROJECTS AND PROGRAMS**
   1. NRCS Agreement – Dan Taverner: Taverner attended the Plumas National Forest - Feather River Ranger District – Ranger meeting along with Walker. The County Forest Advisory Committee (FAC) has decided it is O.K. for Taverner to be on the FAC. The new Soil Conservationist, Oar German, started on Monday 6/11. The new Engineer needs knee surgery and will be held up 120 days. There was discussion regarding the possibility of the RCD contracting with an engineer to assist the NRCS with complicated engineering projects, including the Richvale Irrigation District project.

***Future Action Needed:*** *Director Felkins will look at getting a bid together to address Richvale Irrigation District project.*

* 1. Projects – Thad Walker: Walker was not present to provide a project update.
  2. Projects – Tim Keesey: Keesey provided a monthly report (*See Attachment A*). Keesey’s contract expires on 6/30/2018. The Board agreed to extend the contract for 6 months.
  3. Funding Opportunities: The Board would like a monthly update of funding opportunities.
  4. 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 passed out and reviewed past and current newsletters and provided an overview of local Sustainable Groundwater Management Act (SGMA) implementation efforts and information on groundwater levels in the County. All of the sub-basins will be addressed in one Groundwater Sustainability Plan (GSP) by 2022. The County has received a $1.5 million grant to administer the development of the GSP. The County will be working with Stanford University and the Dutch government to map geology and groundwater using the Airborne Electromagnetic method.
   3. Community groups and agencies: None
2. **CLOSED SESSION – Directors only**
3. Continuing Personnel Discussion: The Board went into closed session at 10:59 am. No action was taken.
4. Additional Personnel Hours & Compensation – No action was taken.
5. Discussion – Litigation: No action was taken
6. **BOARD OF DIRECTORS REPORTS**
   1. Butte County RCD Directors and Associate Directors are welcome to report: None.
7. **ADJOURNMENT**