



RESOURCE CONSERVATION DISTRICT of TEHAMA COUNTY
2 Sutter Street, Suite D, Red Bluff, California 96080

Minutes of the
RCDTC Board Meeting & Special Finance Meeting
October 21, 2020 9:15 AM

Directors Present: Jack Bramhall, Scott Söder, Walt Williams, Michael Vasey, and Anne Read via phone

Directors Excused: NA

Directors Unexcused: NA

Associate Directors Present: None

Staff Present: Vicky Dawley, Kris Lamkin, Brin Greer, Jennifer Zirkle, Emmy Westlake, Rob Rianda, Jon Barrett, Mari Rangel, and Rose Joseph

NRCS Staff Present: Jenna Ganoung via phone

Visitors Present: None

I. Introductions

Scott Söder began the meeting at 9:15 a.m.

II. Public Communications

B. Greer announced that Associate Director Rande Baker is unable to join via phone due to PG&E power outage.

III. Minutes of September 16, 2020 Regular Meeting and Finance Meeting

The board reviewed the minutes from the September 16, 2020 Regular Meeting of the Resource Conservation District of Tehama County.

Motion: W. Williams moved to approve the minutes of the September 16, 2020 meeting.

Second: M. Vasey

Vote: Unanimous

IV. Action Items

A. Request to Award Bid for AT&T Utility Lines Relocation Project

The bid proposals were discussed, and the lowest bidder Leo Tidwell Excavating was selected.

Motion: J. Bramhall moved to award bid for AT&T Utility Lines Relocation Project to Leo Tidwell Excavating

Second: M. Vasey

Vote: Unanimous

B. Appoint the District Manager, or designee, as agent to conduct all negotiations, execute and submit all documents, which may be necessary for the completion of the aforementioned project

Motion: M. Vasey moved to appoint the District Manager, or designee, as agent to conduct all negotiations, execute and submit all documents, which may be necessary for the completion of the aforementioned project.

Second: W. Williams

Vote: Unanimous

C. Initiate Process to Increase RCD Board to 7 Members

The board discussed various steps to increase the number of board members including targeted recruiting of new board members by existing directors as well as staff suggestions, streamlining associate directors' progression to director, developing a director's description, and informing the public via newspaper article. W. Williams stated that he has reached out to two individuals within the fire realm to serve on the board with one showing interest. S. Söder volunteered to develop a brief board member job description document. W. Williams motioned to expand the current board from 5 to 7 directors.

Motion: W. Williams moved to expand the current board from 5 to 7 directors.

Second: M Vasey

Vote: Unanimous

D. COVID-19 Addendum to Policy 3510: Illness and Injury Prevention Program

The board and staff discussed the terms “face-covering” and “face masks” and concluded that there was a need to define within the document. The typing error on page 6 was addressed.

Motion: M. Vasey approved the COVID-19 Addendum to Policy 3510: Illness and Injury Prevention Program with modification to clarify the difference between the terms discussed and correction to the typing error.

Second: W. Williams

Vote: Unanimous

V. Financial Reports

A. Review of Finance Reports

Staff provided the Finance Report and lead a discussion regarding other agenda items related to the financial condition of the RCDTC for the October 21, 2020 board meeting. Staff reported that the audit and single audit were performed and received a verbal A+ and estimate the final audit report will be complete in January 2021.

Motion: J. Bramhall moved to approve the Financial Report

Second: W. Williams

Vote: Unanimous

VI. Approval of Warrants; there are no unbudgeted items this month

Motion: J. Bramhall moved to approve the Warrants

Second: A. Read

Vote: Unanimous

VII. Discussion/Report Item:

A. NRCS Staff Report

Jenna Ganoung Natural Resource District Conservationist provided an update regarding the start of their new fiscal year and the upcoming collaborative Wildfire Recovery program with the district.

B. District Manager Report

V. Dawley reviewed the District Manager report that was included in the board packet.

C. RCDTC Housing

M. Vasey reported on a potential commercial building on Vista Way and S. Söder reported that an office building is available in the Antelope area. K. Lamkin noted that the district has invested over \$500k in equipment so the board should consider protective awnings or the like and a covered work area for repairs when selecting a new location.

D. RCDTC Staff Reports

Staff updated the board on subjects in their Staff Reports that were included in the board packet.

E. Land Use Reports

K. Lamkin provided groundwater educational handouts provided by the Groundwater Sustainability Agency and encouraged all to participate in the informational virtual meetings and Outdoor Tailgates to learn more about the Groundwater Sustainability Plan development.

F. Other Report

B. Greer reported unfavorable weather for the outdoor RBRA Committee meeting to be held 10/22/20 and recommended to host the meeting in the RCDTC conference room. The committee agreed to the relocation and B. Greer stated she would contact all to inform them of the change.

G. Board of Directors Comments

None

VIII. Correspondence: Reviewed after meeting.

IX. Adjourned: 10:55 a.m.

Next Meeting Date:

Regular Meeting & Special Meeting Finance, November 18, 2020.

Respectfully Submitted,

Brin Greer, Outreach Education Manager

Anne Read, Board Secretary