



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

**Minutes of the
RCDTC Board Meeting
April 21, 2021 9:15 AM Meeting via Zoom**

Directors Present: Jack Bramhall, Michael Vasey, Anne Read, Walt Williams, and Tricia Parker Hamelberg

Directors Excused: NA

Directors Unexcused: NA

Associate Directors Present: None

Staff Present: Vicky Dawley, Jon Barrett, Kevin Greer, Kris Lamkin, Brin Greer, Jennifer Zirkle, Emmy Westlake, and Rob Rianda

NRCS Staff Present: Rebecca Klein-Johnson

Visitors Present: Rose Joseph –GrizzlyCorps Fellow, Dave Schlom, Tom Stroing

I. Introductions

M. Vasey began the meeting at 9:15 a.m.

II. Public Communications

None

III. Minutes of March 17, 2021 Meeting

The minutes of the March 17, 2021 meeting were reviewed and discussed. It was noted that under Item 4B a change was required to correct the wording in “V. Dawley shared the process outline and cost in developing a Success Plan with the consultant” to V. Dawley shared the process outline and cost in developing a Succession Plan with the consultant.

Motion: W. Williams moved to approve the minutes of the March 17, 2021 meeting, as corrected.

Second: A. Read

Vote: Unanimous

IV. Action Items

A. Approve Purchase of Bobcat Compact Excavator with Masticator Head and Bucket

The board discussed the payoff time frame along with an analysis of the current Bobcat. The discussion included use of this new Bobcat and the opportunities that would open up with the purchase of this equipment.

Motion: W. Williams moved to allocate \$100,000 for the purchase of a Bobcat Compact Excavator with Masticator Head and Bucket.

Second: A. Read

Vote: Unanimous

B. Approve Consultants for the Deer Creek/Gurnsey Creek Bridge Removal and Meadow Restoration Project

The board reviewed and approved the consultants for the Deer Creek/Gurnsey Creek Bridge Removal and Meadow Restoration Project

Motion: A. Read moved to approve the consultants, as presented.

Second: J. Bramhall

Vote: Unanimous

C. Resolution 21-2: CALFIRE TinderSmart Phase II Project

Staff reviewed and described the upcoming grant proposal for the California Climate Investments Department of Forestry and Fire Protection (CalFire) Fire Prevention Grants Program.

Motion: W. Williams moved to approve Resolution 21-2

Second: J. Bramhall

Vote: Unanimous

D. Resolution 21-3: Increase RCDTC Board to 7 Members

The board discussed the benefits and the opportunities of increasing the board to a seven (7) member board of directors.

Motion: W. Williams moved to approve Resolution 21-3

Second: J. Bramhall

Vote: Unanimous

E. Resolution 21-4: Wildlife Conservation Board Deer Creek Bridge Removal Project

The board reviewed and discussed the details of the project.

Motion: A. Read moved to approve Resolution 21-4

Second: W. William

Vote: Unanimous

F. Resolution 21-5: CALFIRE Mendocino Forest Health Phase II Project

The board reviewed the details of the project

Motion: W. Williams moved to approve Resolution 21-5

Second: J. Bramhall

Vote: Unanimous

G. Update RCDTC Salary Schedule

The RCDTC board reviewed the salary schedule from another Resource Conservation District and then reviewed the applied adjusted cost of living difference to the RCDTC salary schedule. The board noted the great attention to detail on the proposed RCDTC salary schedule.

Motion: W. Williams moved to approve the updated Salary Schedule

Second: J. Bramhall

Vote: Unanimous

H. Approve Hiring District Manager

The board discussed hiring Jon Barrett as the District Manager.

Motion: W. Williams moved to hire Jon Barrett as the District Manager.

Second: A. Read

Vote: Unanimous

I. Approve Hiring Administrative Manager

The board discussed hiring Emmy Westlake as the Administrative Manager.

Motion: A. Read moved to hire Emmy Westlake as the Administrative Manager.

Second: J. Bramhall

Vote: Unanimous

J. Approve Hiring Project Manager/Coordinator(s)

The board discussed the need of additional project manager/coordinators due to the movement of staffing within the Resource Conservation District and current workload of project managers.

Motion: A. Read moved to hire two positions as presented and to allow staff to decide upon which level of placement is appropriate.

Second: W. Williams

Vote: Unanimous

K. Approve Appointment of 3 New Board Members

The board reviewed the applications of the 2 additional potential board members: Cody McKenzie and Tricia Hamelberg.

Motion: W. Williams moved to approve the submittal to the board of supervisors of Tom Stroing (approved at the March 2021 board meeting), Cody McKenzie, and Tricia Hamelberg for appointment to the RCDTC Board of Directors.

Second: J. Bramhall

Vote: Unanimous

VI. Financial Reports

Staff provided the Finance Report and lead a discussion regarding other agenda items related to the financial condition of the RCDTC for the April 21, 2021 Board Meeting.

Motion: A. Read moved approval of the finance reports of the RCDTC

Second: J. Bramhall

Vote: Unanimous

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

Motion: A. Read moved to approve the Warrants to be paid in April.

Second: J. Bramhall

Vote: Unanimous

VIII. Discussion/Report Item:

A. NRCS Staff Report

Rebecca Klein-Johnson Natural Resource Soil Conservationist presented a detailed report on the current NRCS staff, workload, and program deadlines. It is anticipated that Jenna will return in May.

B. District Manager Report –

V. Dawley reviewed her staff reports.

C. RCDTC Housing

V. Dawley provided an update regarding upgrades and the remodeling progress with the new landlords.

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

None

F. Board of Directors Comments

Michael Vasey noted a request for an overview of projects and a chance to be included on field visits to some of the current projects.

IX. Correspondence: Reviewed after meeting.

X. Adjourned: 11:27 a.m.

Next Meeting Date:

May 21, 2021

Respectfully Submitted,

Emmy Westlake, Project Manager

Anne Read, Board Secretary