

**THE PLACER COUNTY RESOURCE CONSERVATION DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Regular Meeting  
September 24, 2019**

**CALL TO ORDER**

The regular meeting of the Placer County Resource Conservation District (District /RCD) Board was called to order by RCD Chair Claudia Smith at 4:05 p.m. in the conference room at 11661 Blocker Drive, Suite 115, in Auburn, California.

**MEMBERS AND OTHERS PRESENT**

Directors Present: Claudia Smith  
Stephen (Steve) Jones  
Mica Heilmann  
Steven (Steve) Garcia  
Patricia (Patti) Beard

Absent Directors: Christine Johnson  
Thomas (Tom) Wehri

Others Present: Walter Clevenger, Acting RCD Executive Director  
Susan Werner, Werner Accounting Services  
Maddison Easley, Placer RCD Employee  
Kate Espinola, Placer RCD Employee  
Jerry Reieux, Placer RCD Contractor  
Chris Robbins, NRCS District Conservationist

**APPROVAL OF AGENDA**

Mica Heilmann moved to approve the agenda, Steve Jones seconded, and the motion passed unanimously.

**PUBLIC COMMENT**

Jerry Reieux provided public comment on the California Forest Stewardship Program and additional forest-health cost-share incentive programs that may be in the works.

**APPROVAL OF PREVIOUS MINUTES**

Mica Heilmann moved to approve the previous minutes. Steve Garcia seconded, and the motion passed.

**FINANCIAL REPORTS**

Susan Werner of Werner Accounting Services presented the financial reports. The Board accepted the financials as presented.

## **BUSINESS**

### **New Business:**

#### **a) FY 2019/2020 Budget Changes**

Susan Werner presented the changes to the FY 2019/2020 budget to the Board. Patti Beard moved to approve the addition of two items to the budget. Steve Jones seconded, and the motion passed unanimously with five Directors present and two Directors absent.

#### **b) Residential Chipper Program Cost Share Increase**

Susan Werner, with the support of the Financial committee suggested to the Board to increase the cost of the Residential Chipping program from \$40.00 to \$60.00 an hour. It was suggested to meet with Mike Gallagher and revisit the analysis on the Chipper program expenses based on recent changes and current circumstances. This item was postponed to the next Board meeting.

#### **c) CARCD Conference Logistics**

Maddison Easley announced the CARCD Conference is November 12-15 in Redding. Claudia Smith reserved four hotels room and Maddison will submit a placeholder registration for the new District Manager. There was no action needed at this time.

#### **d) Update Board Resolution for Signatory Authority**

The Board discussed updating the Board resolution for signatory authority for Claudia Smith to sign. Steve Jones moved to approve the Resolution number 19-02 as an updated version of Resolution 11-01. Mica Heilmann seconded the motion. The motion passed.

#### **e) Forestry Challenge Annual Donation**

The Board reviewed and previously approved to contribute \$500.00 to the Forestry Educator Incorporated, for the 2019 Forestry Challenge. There was no action needed at this time.

#### **f) RCD Booths at Home Show – September 27-29**

Maddison Easley presented the Home Show information to the Board. A sign-up sheet was passed around for Directors to volunteer to assist with the booth in the CalFire building. Kate Espinola announced the RCD will have a seedling make and take booth in the Kids Zone of the Home Show.

### **Old Business:**

#### **g) Chipper Program Purchase of 2<sup>nd</sup> Tow Vehicle**

The Board discussed purchasing a 2<sup>nd</sup> tow vehicle for the Chipper Program. Steve Garcia suggested applying for a grant and include the cost of the truck. Steve is also

concerned that our current trucks are limping along. Mica Heilmann asked if we could rent a truck until the new District Manager can help make this discussion. Claudia Smith asked Susan Werner to provide the following information for the October Board meeting. 1) How much is in the cost share program? 2) What is the Chipper Program monthly expenditures? 3) What is the ballpark cost of the vehicle? 4) What do we need to do to make this purchase? This item will be readdressed at the October Board meeting.

**h) Credit Card Action**

There is no action at this time. This item will be updated at next Board meeting.

**i) Contractors Rate Adjustments**

Claudia Smith mentioned to the Board that she has not been able to meet with Susan Werner to review and possibly update the Contractor Rates. Claudia and Susan plan to meet before the October Board meeting.

**j) Staff Reports**

Maddison Easley announced she has been getting an increased interest from local landowners looking to rent a seed drill. Connie Scheiber would like to assist in sending out a survey to Placer County Ag Landowners. Maddison is working on completing the Rubicon Project amendment to utilize remaining funds on the North Fork American River Shaded Fuel Break Project. Maddison also reported she submitted reports to NRCS and she is working on adding past Forestland Steward Newsletters to our website.

Walter Clevenger reported we now have signed agreements for the Applegate Shaded Fuel Break and for the Forest Stewardship Agreement. Walter also reported there are currently two contractors on the Auburn Shaded Break project.

Kate Espinola reported working on finishing the details for the Seedling Make-and-Take booth.

**AGENCY REPORTS**

**NRCS REPORT**

Chris Robbins, NRCS District Conservationist for the Auburn field office, announced that Carlos Suarez, NRCS State Conservationist will visit the local office on October 8<sup>th</sup> at 12:30 pm. The visit will include a brief meeting and then a site visit to Sal Trevino's property. Chris requested to add the Civil Rights training with the Board to the October agenda.

**BOARD COMMITTEE/LIASON REPORTS**

No report was given.

## **DIRECTORS REPORTS**

No Report was given

## **FUTURE AGENDA ITEMS**

Future agenda items to include: Residential Chipper Program Cost Share Increase, Contractor Rate Adjustments, Credit Card Action, Additional Chipper Program Equipment Purchase, and Staff Reports.

## **ADJOURNMENT**

Steve Jones moved to adjourn the regular meeting. Patti Beard seconded, and the motion carried unanimously. The regular meeting was adjourned at 5:40 pm.

The next regular board meeting is scheduled for October 22, 2019, from 4:00 pm to 6:00 pm at the RCD Conference room.

## **CLOSED SESSION**

The Placer County Resource Conservation District went into closed session at 5:45PM. The board reviewed the recommendations of the search committee for a new District Manager.

The board asked for communication with County Counsel regarding a possible conflict of interest concerning a District Manager being a board member on another RCD board. The board directed the selection committee to prepare and convey an offer to Candidate #1. Then, report back on conversation with Candidate #1.

Projected hire date would be 11/1/2019.

A motion to adjourn 1<sup>st</sup> by Mica and 2<sup>nd</sup> by Patty.

Adjourned at 6:43PM