



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

MINUTES

REGULAR BOARD MEETING

April 19, 2023 * 5:30 PM

Board Members Present: (In Person) Mike Rourke, Mary Ellen Grigsby, Kent Collard, Josh Brown and John Ritz

(Zoom/Call-in): None

Board Members Absent: None

Associate Board Members Present: None

District Staff: Kelly Sheen, Joan Caldwell, Bethany Llewellyn and Rebekah Wolfinbarger

Other District Staff: (Attended through Zoom) Amelia Fleitz

Other Agency Staff: (Attended through Zoom) None

Guests: None

1.0 Call to Order: Meeting called to order at 5:33 PM by Mike Rourke.

2.0 Discuss and Approve Agenda

MSC –Grigsby/Collard to approve the April 19, 2023 Agenda.

3.0 Discuss and Approve Meeting Minutes

3.1 Discuss and Approve Minutes for March 15, 2023 Regular Meeting

Director Rourke said he was not the one hosting the Trex Training. Item 12.0 will be corrected to reflect that it is Director Collard who will host it.

MSC -Grigsby/Ritz to approve Minutes from the March 15, 2023 Regular Meeting with the corrections to Item 12.0 Board Reports.

4.0 Financial Reports

4.1 Discuss Updated February Monthly Financial Report

Caldwell stated they had an increased revenue of \$43,000. They are still invoicing.

4.2 Discuss March Monthly Financial Report

Caldwell said very little invoicing has been done. There is still a lot to do. Crews are back and working on the CalFire Grant.



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4.3 Discuss and Approve List of Warrants for March, 2023

MSC –Brown/Collard to approve the list of warrants for March in the amount of \$345,331.13.

4.4 Discuss and Approve 3rd Quarter Budget Revision

Sheen reported they are on track for the end of the fiscal year. He reported Joan has been working on the audit. There were a few projects added. The advance from Big French Creek has been paid off. They would like to set up a high-interest savings account for reserves. This would be the first time for a reserve account.

MSC -Ritz/Grigsby to approve the 2023 3rd Quarter Budget Revision in the amount of \$5,466,804.

5.0 Projects Report

Amelia reported Annyssa has done a phenomenal job on the Plant and Seed Exchange. Sheen said they had a new banner to hang over Main Street to advertise each year the Plant & Seed Exchange This Weekend. Grigsby commented it should be great weather.

6.0 NRCS Report

No Report.

7.0 Trinity Collaborative Report

Sheen reported there will be a field trip to Hyampom this month. They will also visit the North Lake, Covington Mill, and the Weaverville Community Forest. They are figuring out how to work better with agency staff and how to better assist the Forest Service. Jones has requested a public presence to show support for the Forest Service and the work they do.

8.0 Discuss and Take Action on accepting staff recommendation of the California Environmental Quality Act Exemption for the Rush Creek Hazardous Fuels Reduction project under Section 15304; Minor Alterations to Land

Sheen introduced Bethany Llewellyn the new Forest Health Program Manager. Llewellyn explained it is a routine NOE and non-ground disturbing project. Most will be NOE's which means small, projects, with minimal effects on the environment.

MSC -Collard/Brown to accept the staff's recommendation on the NOE for the Rush Creek Road Hazardous Fuel Reduction Project.



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9.0 Discuss and Take Action on accepting staff recommendation of the California Environmental Quality Act Exemption for Travis Ranch Fire Recovery and Forest Health Improvement Project under Section 15304; Minor Alterations to Land

Amelia Fleitz explained the Travis Ranch Fire Recovery Forest Health Improvement Project will be like a fee-for-service project. It is a Cal Fire funded grant. Director Rourke asked about the cattle and grazing lands. Fleitz responded that there will be no management in the grazing lands, only in the timber.

MSC -Grigsby/Collard to accept the staff's recommendation on the NOE for the Travis Ranch Fire Recovery and Forest Health Improvement Project.

10.0 Discuss and Take Action on the 2023 Conservation Scholarship

Sheen said from the donations they received there was enough money to award three \$750 scholarships. The majority of the donations came from staff. There were three applicants. They wanted to award all three.

MSC – Brown/Collard to award a \$750 scholarship to Iris Coty, Rowan Price and Shawn Scribner.

11.0 Discuss and Take Action on the Purchase of one new Forest Health Truck

Sheen said the truck is ready. It is similar to the Watershed truck. It is a small, 2023 Ford Ranger with a crew cab and four-wheel drive. It will be for the Forestry Techs.

MSC -Brown/Ritz to approve the purchase in the amount of \$37,477.36 for a Ford Ranger truck for Forest Health.

12.0 Discuss and Take Action on Policy Revision for Policy 3490 Paid Leave

Director Grigsby asked about separate sick leave. Sheen explained there is no separate policy for sick leave as it is included in PTO. Director Grigsby said that needs to be added to the PTO policy.

MSC -Grigsby/Collard to approve the revisions to Policy 3490 Paid Leave with an amendment to include sick leave as a paid leave benefit under PTO.

13.0 Public Comment

There were no public comments.

14.0 Board Reports and Correspondence

No report.



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15.0 District Manager's Report

Sheen reported he is working with Nick Goulett at the Watershed Center. They are drafting an MOU they would use for RCD to be CEQA lead.

He has been working on the Stewardship Agreement with Forest Service. It will not be limited by geographic location. It will be a 10-year agreement with a hard window but will only require a one-page modification to adjust the money and projects.

RCD received several donations of work stations and desks from the TCOE and SMART Center.

14.0 Closed Session: Government Code § 54957(b): District Manager Report

MSC -Brown/Collard to move into Closed Session at 8:01 PM.

Nothing to report.

MSC -Grigsby/Ritz to Move out of Closed Session at 8:17 PM.

15.0 Adjourn

Adjourned at 8:17 PM

Approved and adopted the day of May 17, 2023, I, the undersigned, hereby certify that the Minutes April 19, 2023 was duly adopted by the following vote of the Board of Directors.

(Secretary Signature)