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*"A Non-Profit Community Development Corporation"
Serving Trinity, Humboldt and Del Norte Counties*

MEETING AGENDA

Wednesday, March 2, 2022 – 1:00 PM

THE NORTHWEST CALIFORNIA RC&D BOARD OF DIRECTORS MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA ITEMS REGARDLESS OF WHETHER THE ITEM IS DESCRIBED AS AN ACTION ITEM, COMMUNICATION, REPORT, OR DISCUSSION ITEM.

1.0 Welcome and Introductions 1:05

Called to order at 1:05. In attendance: Patrick Truman, Gus Kormeier, Steve Madrone, Rex Bohne*, Gerry Hemmingsen, Darrin Short*, Liam Gogan, Mark Lancaster, Sandra Perez, Kayla Blanchard, and Colton Trent. Staff updates and introductions were given.

*Alternate directors do not receive an additional vote to the primary director's vote

2.0 Review and/or Revise Agenda* Action 1:10

Gerry 1st, Darrin 2nd, all in favor

3.0 Review and/or Approve Minutes of Previous Meeting Held May 19th, 2021. *Action 1:11

Gerry 1st, Darrin 2nd, all in favor

4.0 Treasurer's Report – Gus Kormeier. *Action 1:12

Gus differed to Mark. Current for the fiscal year: expenses are approximately \$221,000, liabilities are approximately \$142,600, and invoices are approximately \$125,000. There has been a lag between receiving invoices compared liabilities; the last quarter of 2021 will be caught up in the next 2-4 weeks.

Rex 1st, Gerry 2nd, all in favor

5.0 Election of Officers. *Action 1:15

Gus Kormeier is stepping down as Treasurer. Current position holders were reviewed. 5 counties staff recommended: President-Gerry Hemmingsen, Vice President-Steve Madrone, Treasurer-Patrick Truman, and Secretary-Trinity County RC&D Director; A desire to have position holders to be in Trinity county was expressed. Gerry noted hesitation because he will not be running for office again after this term; Mark suggested Gerry still being President and filling in as a Del Norte county At-Large Director after his term is over until another Director could take over as President.

Gerry 1st, Darrin 2nd, all in favor

6.0 Adopt Resolutions to accept the following Agreements/Contracts/Grant Proposals.

*Action. 1:23

1. Agreement for Services between the Council and the Coastal Conservancy for McKinney Creek Fish Passage Improvement. Amount: \$199,525 Time Frame: Date of execution – December 15, 2023

Presentation by Mark about the need for this grant, and how it will be incorporated into the existing project and grant. Efforts will likely be made to find a third grant for this project.

Steve 1st, Gerry 2nd, all in favor

2. Agreement for Services between the Council and The California State Water Resource Control Board for Sediment Reduction in Scott River and Mill Creek Amount: \$250,000 Time Frame: May 1, 2022 - April 30, 2025

Presentation by Mark about the need for this grant. No discussion or questions.

Gerry 1st, Steve 2nd, all in favor except Darrin Short who abstained due to connectivity issues

7.0 Ratify the signing of the Following Agreements/Contracts/Grant Proposals.* Action 1:25

No Discussion or Questions.

Steve 1st, Gerry 2nd, all in favor except Darrin Short who abstained due to connectivity issues

- 7.1 Agreement for Services between the Council and the Coastal Conservancy for McKinney Creek Fish Passage Improvement. Amount: \$199,525 Time Frame: Date of execution – December 15, 2023**
- 7.2 Agreement for Services between the Council and The California State Water Resource Control Board for Sediment Reduction in Scott River and Mill Creek Amount: \$250,000 Time Frame: May 1, 2022 - April 30, 2025**
- 7.3 Income grant agreement with BOR - Bureau of Reclamation: Deadwood Creek-Carr Fire Recovery Sediment Reduction Project (200-10290). Amount: \$103,587. Term: 07/01/2021 to 06/30/2023.
- 7.4 Income grant agreement with USFWS - US Fish & Wildlife Service: Scott River EFM Sediment Reduction Phase 2 (201-02076). Amount: \$100,000. Term: 10/01/2021 to 09/30/2026.
- 7.5 Income grant agreement with USFWS - US Fish & Wildlife Service: East Weaver Creek Barrier Removal Project - Phase 2 (202-02150). Amount: \$120,000. Term: 08/15/2021 to 08/14/2026.
- 7.6 Income grant agreement with BOR - Bureau of Reclamation: Valdor and Upper Roads sediment reduction, Sidney Gulch compound rehab and Oregon St sediment (203-DWBOR). Amount: \$65,723. Term: 09/08/2016 to 09/30/2022.
- 7.7 Income grant agreement with BLM - Bureau of Land Management: Trinity River Watershed Stream Condition, Habitat, and Wildlife Inventory, Assessment, and Restoration (204-10454). Amount: \$177,328. Term: 10/01/2021 to 09/30/2024.
- 7.8 Income grant agreement with USFWS - US Fish & Wildlife Service: Deadwood Road Sediment Reduction (205-02301). Amount: \$60,000. Term: 10/01/2021 to 09/30/2026.

- 7.9 Income grant agreement with Watershed Research & Training Center: Water Storage Tank Design WRTC2022-439-02 (Ref WCB Agrmt WC-2136AB) (206-WC439). Amount: \$9,500. Term: 10/01/2021 to 12/31/2022.
- 7.10 Income grant agreement with SCIF - State Compensation Insurance Fund: Covid-19 Support Fund 2020 (92-SCIF1). Amount: \$1,372. Term: 09/25/2020 to 01/00/1900.
- 7.11 Expenditure agreement with Watershed Research & Training Center (21-001): to perform services for Trinity River Water Reliability and Drought Resiliency Project (11484). Maximum amount: \$30,000. Term: 04/10/2021 to 12/31/2021.
- 7.12 Expenditure agreement with M. Peters, Inc. (21-002): to perform Construction services related to rock development for Scott River EFM Road Mill Creek Sediment Reduction Improvements Phase I-00651 project (00651). Maximum amount: \$25,000. Term: 07/13/2021 to 11/30/2022.
- 7.13 Expenditure agreement with Bill Cargill Electric (21-003): to perform Construction services for Minor Earth Work for Water Reliability Project (11484) project (11484). Maximum amount: \$1,000. Term: 11/15/2021 to 11/29/2021.
- 7.14 Expenditure agreement with M. Peters, Inc. (21-004): to perform Construction services related to road drainage upgrades for Scott River EFM Road Mill Creek Sediment Reduction Improvements Phase I-00651 project (00651). Maximum amount: \$50,000. Term: 07/18/2021 to 11/30/2022.
- 8.0 Office Management Items. Discussion and/or Action 1:30
1. Staff Updates. Informational
Item was handled during welcome and introductions.
 2. Updates to Personnel Handbook *Action.
Update on primary changes that are not grammatical/formatting was given. Increase in employer contribution to medical insurance cap to \$600; this item was previously approved by council, this update is a reflection of approval in personnel handbook. Addition of Juneteenth as a paid holiday for regular and full time staff in response to it becoming a federal holiday; approval of this item functions as approval of the addition of Juneteenth as a paid holiday for regular and full time staff.
Steve 1st, Gerry 2nd, all in favor except Darrin Short who abstained due to connectivity issues
 3. Updates to Fiscal Policy *Action.
Update on primary changes that are not grammatical/formatting was given. Changes were made to sections related to procurement to mirror changes in federal code. No changes were made to procedure, only changes in citation of the federal code of regulations.
Steve 1st, Gerry 2nd, all in favor except Darrin Short and Rex Bohne who abstained due to connectivity issues
 4. Updates to Salary Schedule *Action.

Changes were made to some position titles: IT Technician, IT Specialist, and Executive Director. Salaries were increased to match minimum wage and cost of living increases.

Steve 1st, Gerry 2nd, all in favor except Darrin Short and Rex Bohne who abstained due to connectivity issues

5. Updates to Bank Signature Card *Action.

With Gus stepping down as Treasurer and a new slate of directors voted into positions, the signature card at the bank needs to be updated. 5 Counties staff recommends removing Gus, adding Jill Cox, and adding the secretary from the Trinity RC&D. Colton Will Reach out to those necessary to enact this change.

Steve 1st, Gerry 2nd, all in favor except Darrin Short and Rex Bohne who abstained due to connectivity issues

9.0 5C Program Update. Mark Lancaster, Executive Director –Informational 1:38

Mark gave an update to the board of the organizations status from the last two years. There have been many challenges present. Covid-19 has caused challenges for staffing and funding including remote work and continuity issues. Fire seasons cause Mark to be gone for extended periods in the summer, evacuations, and poor conditions for field activities. Inflationary pressures are stressing budgets that are multiple years old; material costs have risen 140%-150% specifically for metals and plastics, there is limited contractor availability, fuel prices are anticipated to rise in the near future.

There has been a shift in the primary type of work that is being done from construction to analysis, planning, and design. In 2021 \$250,000 was spent on construction activities and \$850,000 on design. This is reflective of operation activities from 10-15 years ago.

Thank you To Gus for his service on the Board.

10.0 Director's Comments – Informational 1:44

No comments or questions.

11.0 Public Comments, Input, and Suggestions 1:44

Liam verified that Jill will receive notice/direction about being added to the signature card (item 8.5) and that she receives the meeting minutes.

12.0 Announce Date and Location of Next Meeting – Informational 1:45

The next meeting will be July 13th, 2022

Many members of the Board expressed a desire to meet in person for the next meeting.

13.0 Adjourn 1:47

*Items marked with * indicate enclosures in directors' packets for review before the scheduled meeting.*

Join Zoom Meeting

<https://us06web.zoom.us/j/88113965979>

Meeting ID: 881 1396 5979

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