



TRINITY COUNTY RESOURCE CONSERVATION DISTRICT

**MINUTES**

**REGULAR BOARD MEETING**

**April 17, 2024 \* 5:30 PM**

**Board Members Present: (In Person) Mike Rourke, Kent Collard, John Ritz, Josh Brown**

**Board Members Absent: Mary Ellen Grigsby**

**Associate Board Members Present: None**

**District Staff: Kelly Sheen, Joan Caldwell, Marla Walters, Denise Wesley**

**Other Agency Staff:**

**Guests: None**

**1.0 Call to Order:** The meeting was called to order at 5:33 PM by M. Rourke.

**2.0 Discuss/Take Action on Approval of Agenda**

MSC – K. Collard/J. Ritz to approve the Agenda.

The motion passed unanimously.

**3.0 Discuss and Approve Meeting Minutes**

3.1 Discuss and Approve Minutes of the March 20, 2024 Meeting

MSC – J. Brown/K. Collard to approve the Minutes of the March 20, 2024 Meeting.

The motion passed unanimously.

**4.0 Financial Reports**

4.1 Discuss Updated January Monthly Financial Report

J. Caldwell reported that there had been some progress, directing members to page 2 of the report. All crews are working now and more invoicing is in progress.



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### 4.2 Discuss February Monthly Financial Report

J. Caldwell noted that we are working on reducing our liability and worker's comp cost by taking courses that offer credits. The McConnell/FEMA project will require us to raise our liability insurance, but that has been budgeted.

### 4.3 Discuss/Approve List of Warrants for March 2024

J. Caldwell explained the use of the Costco credit card and the history of the debit card. We are now using a Chase credit card for most purchases, which will give us cash back.

MSC: K. Collard/J. Brown to approve the March 2024 warrants in the amount of \$275,312.82.

The motion passed unanimously.

## 5.0 Projects Reports

Brief discussion was held regarding the format and information presented. Staff will be advised.

## 6.0 NCRS Report

No report

## 7.0 Trinity Collaborative Report

K. Sheen reported that a new agreement is being put together for facilitating the Collaborative, probably in the sum of approximately \$136,000 (for four years). There was no field tour as scheduled. Rather, T. Jones will outline her Five-Year Plan. The next Rec Committee meeting will be on May 10; the full Collaborative will be on May 17.

## 8.0 Report from Denise Wesley, GIS Program Manager

D. Wesley explained her current projects, which include: evacuation routes, obtaining data for partner agencies, parcel map review, internal projects regarding the Fire Safe Council, Code Red, OES, etc. She is working on a story map of fire history, which includes the impacts and changes over time. She also recently assisted the Trinity Office of Education and is working on a NFWF grant right now.

## 9.0 Review of No-Till Drill Bids/Take Action

M. Rourke recused himself, and K. Collard assumed the duties of Board Chair.



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K. Sheen explained to the Board the background of how the TCRCD came into possession of the equipment. It was purchased with the intent to provide it for use by local ag producers, but only was used by two local landowners. It began getting utilized by UCCE in Shasta County, but every time it was returned it was in disrepair. M. Rourke repaired it several times but it was repeatedly damaged. It is currently in Hayfork but needs discs. Discussion followed.

MSC: J. Ritz moved, and J. Brown seconded, that the bids be opened.

The motion passed unanimously.

Two bids were received, the highest in the amount of \$4,000 from Morgan Rourke.

MSC: J. Brown/J. Ritz to approve the bid of \$4,000.

The motion passed unanimously.

M. Rourke returned to the meeting and K. Collard reported the above.

### **10.0 Discuss/Take Action on 2024 TCRCD Conservation Scholarship Applications**

K. Sheen reported that two applications had been received. Discussion followed as to whether the Board should await proof of enrollment, and also about the costs of higher education for the two applicants.

MSC: K. Collard/J. Brown that we award two \$500 scholarships.

The motion passed unanimously.

The checks will be prepared before the award ceremonies for the students.

### **11.0 Board Reports/Correspondence**

J. Brown reported on a prescribed burn in Junction City. A prescribed burn will also take place on June 1 and 2 in Hayfork.

### **12.0 District Manager's Report**

K. Sheen reported the following:

- The Northwest Forest Plan is being amended, after thirty years. Nick Goulette is part of the planning and is doing an excellent job.
- B. Llewellyn is putting on a formal bid process and tour for one of her projects. Bids will be dealt with at the May Board meeting.



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- The survey results of the Trinity River survey were distributed. They are not for public consumption but rather to gauge public perception of TRRP efforts.
- Our new Ranger pickup arrived and is being outfitted.

**13.0 Closed Session: Government Code § 54957(b): District Manager's Report**

**14.0 Adjourn**

The meeting was adjourned at 7:30 PM by M. Rourke.

Approved and adopted this \_\_\_\_ day of May, 2024. I, the undersigned, hereby certify that the Minutes of the Regular Meeting of April 17, 2024, were duly adopted by the following vote of the Board of Directors.

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(Secretary Signature)