

Humboldt
County



RESOURCE
CONSERVATION DISTRICT

Board of Directors Meeting

The Mission of the Humboldt County Resource Conservation District is to enhance and improve the sustainability of natural resources by educating, providing training, and assisting private and public landowners and land users.

AGENDA

Thursday, April 8, 2021

8:00 A.M.

VIDEO and TELECONFERENCE ONLY

(Items marked with * are attached to director packets.)

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the mandates by the Governor in Executive Order 33-20 and the County Public Health Officer to shelter in place to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The meeting will be conducted via teleconference. (See Executive Order 29-20)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting via video conference or telephonically in the manner described below.

HOW TO OBSERVE THE MEETING:

The District is using Zoom to conduct the Board Meeting remotely. The public may observe the meeting from a desktop computer, mobile device, or telephone. You can learn more at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. We recommend that you test out your device, internet connection, and Zoom app compatibility well before attempting to join the meeting.

If accessing from a mobile device or desktop computer, click the following link to join the meeting
<https://us02web.zoom.us/j/86397595187?pwd=TnR6dldzVWJ6WUZQdmF1Y0ZuM1lPdz09>

Meeting ID: 863 9759 5187

Passcode: 1987

If accessing from a **telephone**, you can listen to the meeting live by calling:

1 669 900 6833

Enter Meeting ID: 863 9759 5187 when prompted

Enter Passcode: 1987 when prompted

To mute or unmute yourself on a telephone, press *6

HOW TO SUBMIT PUBLIC COMMENTS:

Before the Meeting: Please email your comments to jillhcrd@gmail.com before 8am on the day of the meeting, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

Contemporaneous Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for each attendee. The chat feature within Zoom will also be monitored for comments submitted during the meeting.

1. CALL TO ORDER – Dan Cohoon, Chairman

2. ROLL CALL - HCRCD Board and Staff

- _____ Dan Cohoon, Chairman
- _____ Ryan Rice, Vice-Chairman
- _____ Mark Moore, Secretary/Treasurer
- _____ Gary Belli, Director
- _____ Lane Russ, Director
- _____ Zach Cahill, Director
- _____ Christine Manhart, Director
- _____ Jill Demers, Executive Director
- _____ Curtis Ihle, Program Manager
- _____ Frances Tjarnstrom, Project Coordinator
- _____ Doreen Hansen, Watershed Coordinator
- _____ Jake Taulbee, Project Coordinator
- _____ Julia Sullivan, Forest Health Watershed Coordinator
- _____ Anita Hipp, Office Manager

3. ADDITIONS OR CHANGES TO AGENDA (Gov. Code 54954.2(B))

4. PUBLIC COMMENT PERIOD

Any person may address the Board regarding any matter within the Board's jurisdiction that is not on the agenda. Speakers are asked to limit comments to three minutes. Members of the public may also comment on agenda items when they are discussed. (Gov. Code 54954.3(a))

5. INFORMATIONAL ITEMS

- 5.1 District Correspondence
- 5.2 District Director Updates and Announcements – Directors may provide updates on their activities related to the HCRCD such as other meetings attended and other relevant announcements.
- 5.3 NRCS Update – *Jon Shultz, NRCS District Conservationist*
- 5.4 USFWS Partners and Coastal Programs Update - *Conor Shea, PE, Hydrologist*
- 5.5 Eel River Sustainable Groundwater Management Act Process and Progress Update* – *Summer Daugherty, County of Humboldt and Jack Rice, County Consultant*
- 5.6 Salt River Watershed Council – Update and discussion related Council activities related to the HCRCD and the Salt River Ecosystem and Williams Creek Restoration Projects

6. BOARD ACTION ITEMS

- 6.1 Minutes - Review and potential action to approve Minutes for Regular Meeting of February 11, 2021* and Minutes for Special Meeting of April 1, 2021*
- 6.2 Financial Reports - Review and potential action to approve April 2021 Financial Report
- 6.3 Unfunded Cooperative Agreement for Vehicle and Space Sharing between NRCS and the Resource Conservation District* – Review and potential action to accept the Agreement

Public Notice: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the RCD at 707-296-3992. Notification at least 48 hours prior to meeting time will assist staff in assuring that reasonable accommodations can be made to provide accessibility at the meeting.

Statement of Work and to authorize the Executive Director to execute all contract documents associated with the Agreement.

7. OLD BUSINESS

7.1 Long-range / Strategic Plan – Discuss pre-survey and long-range planning session.

7.2 Ethics and Sexual Harassment Training

8. NEW BUSINESS

8.1 NRCS Local Working Group Meeting – discuss co-hosting an NRCS Local Working Group Meeting as outlined in the MOA between NRCS and HCRCD

9. SALT RIVER ECOSYSTEM RESTORATION PROJECT and WILLIAMS CREEK PLANNING*

10. RCD PROJECT UPDATES and STAFF REPORTS*

11. FUTURE AGENDA ITEMS

12. NEXT REGULAR MEETING: Thursday, May 13, 2021 at 8 a.m.

Meeting location: Zoom Teleconference

13. ADJOURNMENT

Humboldt County Resource Conservation District
Board of Directors Monthly Board Meeting Minutes
Video and Teleconference
March 11, 2021

1. Called to Order by Chairman Dan Cohoon at 8:02am
2. Roll Call-
 - Dan Cohoon, HCRCO Chairman-Present
 - Ryan Rice, HCRCO Vice Chairman- Present
 - Mark Moore, HCRCO Secretary/Treasurer- Present
 - Gary Belli, HCRCO Director-Absent
 - Lane Russ, HCRCO Director- Absent
 - Zach Cahill, HCRCO Director- Present
 - Christine Manhart, HCRCO Director-Present
 - Jill Demers, HCRCO Executive Director- Present
 - Curtis Ihle, HCRCO Program Director- Present
 - Anita Hipp, HCRCO Office Manager- Present
 - Frances Tjarnstrom, Project Coordinator- Present
 - Doreen Hansen, Watershed Coordinator- Present
 - Julia Sullivan, Forest Health Coordinator- Present
 - Jake Taulbee, Project Assistant- Absent

 - Jon Shultz - NRCS
 - Kathy Phillis – public
 - Jim Regli - public
3. Additions or Changes to the Agenda: Remove 5.4 as USFWS representative not present.
4. No public comments received.
5. Informational Items-
 - 5.1. District correspondence received the past month included letters from:
 - Steve Hackett - Intends to reapply to the CCI Forest Health Program (CalFire grant program). Requesting HCRCO to be the sponsor.
 - Department of Industrial Relations – Workplace COVID-19 requirements
 - CA Coastal Commission – Notice of permit amendment for the City of Ferndale’s wastewater treatment plant.
 - CSDA – Provides resources for special districts.
 - 5.2. No District Director Updates and Announcements were made.
 - 5.3. NRCS District Conservationist Jon Shultz provided the following updates: NRCS is ranking EQIP applications (deadline March 17), contracts will be complete by May 5th, the next batching period is June 9, 2021; NRCS is participating in national conferences; Implementation projects are being hindered by wet winter weather; Projects being implemented include bio-burning for past forestry projects; Andrew Lee, NRCS Area Forester, is working with local staff.
 - 5.4. Removed from Agenda.

6. Board Action Items-
 - 6.1. Motion by Director Moore to approve the HCRC Board of Directors regular monthly meeting minutes of February 11, 2021. Second by Director Rice. Roll Call Vote: Rice-Aye, Moore-Aye, Manhart-Aye, Cahill - Aye. Noes-None. Absent-Belli and Russ.
 - 6.2. Discussion concerned anticipated payments and receivables. Approve Staff Recommendation as outlined in the financial report with the following modifications to the payment schedule:
 - Item 1-15 pay as outlined
 - Item 17 pay as cash flow allows, including partial payments
 - Item 16, 18-26 pay within 30 days
 Motion by Director Moore to approve the staff recommendation in the HCRC Board of Directors financial report presented on February 11, 2021 with the above modifications. Second by Director Rice. Roll Call Vote: Roll Call Vote: Rice-Aye, Moore-Aye, Manhart-Aye, Cahill - Aye. Noes-None. Absent-Belli and Russ.
 - 6.3. Long Range/Strategic Plan – Director Moore presented Heather Equinoss’ Scope of Work to facilitate the HCRC planning meeting. Discussion included pre-meetings, face-to-face meetings vs providing space for virtual meetings; COVID-19 and OSHA recommendations will be reviewed. Motion by Director Rice to move forward and engage Heather Equinoss as facilitator for the HCRC Long Range/Strategic Plan meeting. Second by Director Moore. Roll Call Vote: Roll Call Vote: Rice-Aye, Moore-Aye, Manhart-Aye, Cahill - Aye. Noes-None. Absent-Belli and Russ.
 - 6.4. Resolution 21-02 - Possible action to approve Resolution 21-02 endorsing the application to California Department of Food and Agriculture (CDFA) to provide technical assistance to assist the applicants of Climate Smart Agriculture Programs. Motion by Director Moore to approve Resolution 21-02. Second by Director Cahill. Roll Call Vote: Rice-Aye, Moore-Aye, Manhart-Aye, Cahill - Aye. Noes-None. Absent-Belli and Russ.
 - 6.5. Resolution 21-03 - Possible action to approve Resolution 21-03 declaring an emergency due to the deterioration of the Blue Creek Bridge, finding that the emergency requires immediate action, and authorizing the Executive Director take any immediate action required by the emergency to procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts. Discussion held regarding Yurok Tribe proclamation, legal review, and implementation. HCRC Board requests to receive further information and memo from legal counsel. A special meeting will be held to review and approve resolution, if needed.
7. Old Business
 - 7.1. HCRC Board Roster in board packet.
 - 7.2. Form 700 – Remaining directors will need to submit Form 700.
8. New Business
 - 8.1. Ethics and Sexual Harassment Training – Discussion was held on options for taking the training.
9. Salt River Ecosystem and Williams Creek Restoration Projects-
 - A Salt River update is available in the staff report.

HCRC Salt River Committee agreed not to recommend a 2021 construction season. HCRC staff meet with SRWC at a March meeting and provided an update. Kathy Phillis provided public comment regarding landowner communications.

Riverside Ranch berm investigation update meeting is being held towards the end of March.

Annual monitoring reports are completed.

10. Project and staff updates provided in board packet to the Board of Directors. Brief review of the staff report was provided by Executive Director.
11. Future Agenda Items-
 - Yurok emergency bridge Special Meeting. County Ground Water Sustainability Plan update.
 - SRWC to be invited to begin to have periodic joint meetings.
12. Next Regular Meeting- Thursday April 8, 2021 at 8:00am Zoom Teleconference
13. Meeting Adjourned at 9:55am

Humboldt County Resource Conservation District
Board of Directors Special Board Meeting Minutes
Video and Teleconference
April 1, 2021

1. CALLED TO ORDER by Chairman Dan Cohoon at 3:02 pm
2. ROLL CALL-
 - Dan Cohoon, HCRCO Chairman-Present
 - Ryan Rice, HCRCO Vice Chairman- Present
 - Mark Moore, HCRCO Secretary/Treasurer- Present
 - Gary Belli, HCRCO Director-Absent
 - Lane Russ, HCRCO Director- Absent
 - Zach Cahill, HCRCO Director- Present
 - Christine Manhart, HCRCO Director-Present
 - Jill Demers, HCRCO Executive Director- Present
3. ADDITIONS OR CHANGES TO THE AGENDA: None.
4. PUBLIC COMMENT: No public comments received.
5. BOARD ACTION ITEMS-
 - 5.1. Resolution 21-03 - Possible action to approve Resolution 21-03 declaring an emergency due to the deterioration of the Blue Creek Bridge, finding that the emergency requires immediate action, and authorizing the Executive Director take any immediate action required by the emergency to procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts

Executive Director Demers reviewed documentation related to resolution, including Tennis Engineering report recommending closing the Blue Creek Bridge to vehicular traffic due to the condition of bridge, Yurok Tribal Council's Resolution 21-26 declaring an emergency due to the condition of Blue Creek Bridge and the need for immediate repairs, and memoranda from District legal counsel and Western Rivers Conservancy. Discussion regarding timing of repair work and role of project partners.

Motion by Director Moore to approve Resolution 21-03. Second by Director Rice. Roll Call Vote: Rice-Aye, Moore-Aye, Russ-Aye, Manhart-Aye. Noes-None. Absent-Belli and Cahill.
6. NEXT REGULAR MEETING: Thursday, April 8, 2021 at 8 a.m.
Meeting location: Zoom Teleconference
7. ADJOURNMENT – meeting adjourned at 3:17pm