**SUTTER COUNTY RESOURCE CONSERVATION**

**DISTRICT BOARD MEETING MINUTES**

**July 6, 2023**

**CALL TO ORDER**

Jennifer Sanders called the meeting to order at 12:06 p.m.

**ROLL CALL**

**DIRECTORS PRESENT:** Jennifer Sanders**,** Kelli Evans, Mike Johnston

**DIRECTORS ABSENT:**

**DIRECTORS TARDY:** Jasdeep Bains

**ASSOCIATE DIRECTORS PRESENT:**

**ASSOCIATE DIRECTORS ABSENT:** Donna Johnston

**STAFF PRESENT:** Nicole Johnson - Administrative Assistant, Karandave Kang - Project Manager

**STAFF ABSENT:**  N/A

**ADDITIONS:** N/A

**PUBLIC PARTICIPATION:**

Alyssa Lindman- Yuba County Resource Conservation District

DJ Baker -Yuba County Resource Conservation District

D.J. Baker has taken on some of the Cal-Recycle responsibilities for Yuba County sites and was trying to determine some of the definitions for illegal dumping within the scope of the grant.

**CONSENT CALENDAR AND MONTHLY BILLS**

**Approval of Minutes**

The Minutes from June 1 , 2023 were reviewed. **A motion was made by M. Johnston, and seconded by K. Evans, to approve the June 1, 2023 Minutes. Motion was carried by unanimous voice vote.**

**Monthly bills**

**Outstanding invoicing of $18,865.34**

Budget

The monthly bills and financial report for the month of June were reviewed. **A motion was made by M. Johnston, and seconded by K. Evans, to approve the June, 2023 financial report. Motion was carried by unanimous voice vote.**

**DISCUSSIONS & ACTION ITEMS**

There was a discussion about the new Project Specialist position. Interviews were held by Kelly Evans and Karandave Kang. The position will be offered to Rajvir Sahota upon Board approval. A Project Assistant position is still open and resumes are still being accepted. **A motion was made by M. Johnston, and seconded by K Evans, to approve hiring Rajvir Sahota for the Project Specialist Position. Motion was carried by unanimous voice vote.**

There was a discussion about the annual plan and whether a meeting on July 14th at 9:30 would be needed to review the requirements. If determination is made it could be postponed, it was decided to review the annual plan at the August meeting.

There was a discussion about moving the monthly Board Meeting to another day and time to better accommodate timely accounting and Board Member schedules. **A motion was made by J. Bains, and seconded by M. Johnston to approve moving the monthly Sutter County Resource Conservation District Board Meetings to the third Wednesday of every month at 2 pm beginning on August 16, 2023. The new location will be at the Sutter County Resource Conservation District Office at 144 Gibson Ave, Yuba City, CA. Motion was carried by unanimous voice vote.**

There was a discussion about SCRCD hosting the Regional meeting this year, the budget and possible ideas for who could be guest speaker, the venue and theme. Information on venue, budget, food and award amount will be reviewed for vote at the August meeting.

There was a discussion about obtaining a small vehicle, quad or ATV for use during MIL evaluations in the orchards. The MIL budget is limited however it was recommended to seek out some quotes for quads or ATV’s for under 10,000. If unable to find something in that budget, renting would be an alternative option and bring it to the next meeting.

There was a discussion about the last audit, which was in 2016 by Smith and Newell. Norm from Smith & Newell was contacted for a new audit but has not responded with a quote. Donna Johnston will pick up a copy of the 2016 audit to see if she can find out if someone at Sutter County can do the audit or can refer us to a private company.

There was a discussion about approving the payment of bills up to $1000.00 without prior Board approval. **A motion was made by M. Johnston, and seconded by J. Bains to approve the payment of automatic payment of bills under $1000.00 without prior board approval provided all items purchased remain within budget.**

**ONGOING DISTRICT BUSINESS**

Project Manager Karandave Kang gave an update on Mobile Irrigation Lab. Project Manager Kang reports the MIL project has been very busy. He has been doing approximately one evaluation and one report per week. Yolo RCD Staff and Sutter RCD Staff have begun doing their own evaluations to meet number requirements. He reports that each year, they have to meet 20 evals/reports per year apiece. He already met his requirements for the last fiscal year. He reports that he only needs two more farmers to provide Technical Assistance to meet the number requirements. Sutter RCD will be collaborating with Wendy at NRCS and creating a Soil Tunnel during the Sikh Parade during the month of November. Healthy Soils / Sweep programs are on track with a new round opening up in the late summer/early fall. Sutter County RCD, Yolo County RCD, Yuba County RCD and Colusa County RCD will be applying in a collaborative effort as this is a Block Grant. The Drought Relief grant is in progress and the new staff member Rajvir Sahota will be assigned to this project as well as WCB CARCD.

Kelli Evans gave an update on the Cal-Recycle program. The heavy rains did cause delays in the program. Cameras have been ordered and will need to be distributed. The contractor is just about done. Kelli will then train Nicole on the administrative aspects of the grant so we can get it billed out. Site visits for round two should begin soon as work will begin in August.

Mike gave an update on the Feather River Parkway project and they are getting ready to submit a pre-ap through Thomas Gast. He went with Tehama County and they are submitting a similar project as well. It was decided that Mike will CC Nicole when there is email communication between himself and other entities concerning the Feather River Project for transparency and file retention.

Karandave Kang advised that he was looking into applying for a Capacity Building Grant as soon as it opens up.

Kelli gave an update on the Planning Grant. It is a block grant for carbon farm plans and other plans and we will be collaborating with Yolo, Colusa, Yuba and Glenn Counties. The grant has been on hiatus but now it is going through. There will be a meeting soon to get more information and get the program started. There is another block grant in the works as well.

It was decided to move Karandave Kang’s review to the August meeting.

**OLD BUSINESS**

**NEW BUSINESS**

**CLOSING COMMENTS**

N/A

**ADJOURN**

Meeting was adjourned at 2:02 p.m.

Next Meeting will be held on August 16, 2023 @ 2:00 p.m

Sutter County Resource Conservation District - Conference Room

144 Garden Hwy, Yuba City Ca, 9551