



REGULAR BI-MONTHLY BOARD MEETING MINUTES

May 12, 2021; 8:00 AM; Conference and Zoom Call

Resource Conservation District, 2 Sutter Street Suite D, Red Bluff, CA 96080

A. Call to Order

Ron Keown called the meeting to order at 8:02 a.m.

Board Members Present: Ron Keown, Martin Spannaus, and Sam Mudd

By Phone or Zoom Call: Larry Solberg,

Board Members Absent: Shane Overton

RCDTC Staff Present: Kris Lamkin, Jennifer Zirkle, Vicky Dawley

RCDTC Staff by Phone: Emmy Westlake

Guests or Members by phone or zoom call: Bruce Houdesheldt, Sacramento Valley Water Quality Coalition and Catherine Terrell, STWEC Member

B. Public Comment / Correspondence

1. Introduction of the board and participants.
2. Bruce Houdesheldt, Sacramento Valley Water Quality Coalition reviewed the current focus of the Regional Water Board noting non-enrollment letters being delivered within the subwatershed area. He noted that this is a non-assessment or reduced monitoring year for surface water sampling and reviewed the progress of the possible changes in Irrigated Pasture Reporting in Goose Lake subwatershed.

C. Agency Reports

None

D. Director Reports

Sam Mudd discussed a phone call received from a STWEC Member questioning STWEC's late payment penalty fee. Ron Keown commented on the possible financial impact to STWEC if the proposed Goose Lake exemption for irrigated pasture were to be pushed forward into other upper watersheds.

E. Approval of Minutes

The board reviewed the minutes of the March 10, 2021 Regular Bi-Monthly Board Meeting.

Motion: Sam Mudd motioned to approve the minutes of March 10, 2021 Regular Bi-Monthly Board Meeting noting the change that Martin Spannaus was present at the meeting not attending by phone.

Second: Martin Spannaus

Vote: Unanimous

F. Accounting Reports

K. Lamkin led a finance discussion that included the general financial status report, membership dues, contract services, expenditures, and revenue of the Shasta Tehama Watershed Education Coalition as of April 30, 2021.

G. Actions Items

1. July Meeting

The board discussed the possibility, timeline, location and the details of holding the Annual Meeting in July. The board discussed and directed staff to move forward to

schedule the Annual Meeting tentatively for July 14, 2021 with Cottonwood Community Center as the first choice of location if the COVID 19 guidelines allow for gatherings at that time.

2. Schedule of Membership Fees Policy- Fee Return Policy #2040.7 & #2040.3.3

The board reviewed the Schedule of Membership Fees Policy #2040.7 and Fee Return Policy #2040.3.3 and determined that the best course of action would be to review each member request separately.

- **ST02062 - Requesting return of annual dues -they are not receiving water in 2021 due to creek is already dry for the year (fallow).**
Motion: Sam Mudd moved to return half of the dues paid as outlined in Policy #2040.7
Second: Larry Solberg
Vote: Unanimous
- **ST01045 – Requesting \$18.54 late fee waived.**
Motion: Larry Solberg moved to deny the return of the late fee as outlined in Policy #2040.3.3
Second: Martin Spannaus
Vote: Unanimous
- **ST00902 - Contacted STWEC 4/7/21 asking for a \$20.00 late fee waived.**
Motion: Sam Mudd moved to deny the return of the late fee as outlined in Policy #2040.3.3
Second: Larry Solberg
Vote: Unanimous
- **ST01704 - Sold property in April of 2020, paid 2021 dues not knowing there was someone who spoke Spanish to cancel their membership.**
Motion: Larry Solberg moved to return the dues paid due to the language barrier
Second: Martin Spannaus
Vote: Unanimous
- **ST00129 - Land fallowed last year, this year-paid 2/22/21 dues. Requesting return of dues.**
Motion: Sam Mudd moved to return half of the dues paid as outlined in Policy #2040.7
Second: Martin Spannaus
Vote: Unanimous

3. Schedule of Membership Fees Policy- Policy #2040.5

The board reviewed the Schedule of Membership Fee Policy #2040.5 and discussed the fair and consistent treatment of all members.

- **ST02086** – New member requesting to have back dues waived due to lack of knowledge of program.
- **ST02081** - New member requesting to have back dues waived due to lack of knowledge of program.
Motion: Sam Mudd moved to deny the request to waive back dues for ST02086 and ST02081 to be consistent with past practices and to be consistent with treatment of all members past and present.
Second: Martin Spannaus
Vote: Unanimous

The board reviewed and discussed the wording within the Schedule of Membership Fees Policy and Fee Return Policy.

Motion: Sam Mudd moved to remove “and were included on the 2014 CVRWQCB suspected commercial irrigators list” on Policy 2040.5

Second: Larry Solberg

Vote: Unanimous

H. Discussion Items

1. **None**

I. Approval of Bills

- \$ 15,200.00 – RCDTC, May 2021 STWEC Management Services
- \$ 15,200.00 – RCDTC, June 2021 STWEC Management Services

Motion: Martin Spannaus moved to approve the Bills as presented

Second: Larry Solberg

Vote: Unanimous

J. Reports

1. **2020 – 2021 membership renewals and invoicing update**

Emmy Westlake updated the board on the 2020-2021 renewals & invoicing, including the current reporting percentages. Discussion evolved and included a consensus of the board for staff to consider providing new owners of previous member enrolled irrigated parcels with outreach information introducing STWEC.

2. **Outreach and Deliverables update**

Emmy Westlake updated the board on the current outreach and deliverables. The Spring newsletter went out. Emails are opened by between 54-60% of members and the hard copy goes out to 200 plus members.

3. **April 2021 STWEC Bi-Monthly Report**

The board reviewed and discussed the April 2021 Bi-Monthly report.

4. **Land IQ Membership Database Tool Update**

Emmy Westlake reviewed the progress made with updates to the Data Management Tool.

5. **Review Online Payment Tool**

Emmy Westlake reviewed the easy and effective results of using this tool in 2020-2021 invoicing year. She noted a cost saving to the membership and the hope to continue using this tool in the future. She also noted the opportunity in 2021 to continue to save cost by looking into auto voicemail messages and a check reader for the future.

K. Next Bi-Monthly/Annual Meeting

July 14, 2021; 8:00 a.m.

L. Adjourn at 10:40 a.m.

Respectfully submitted,

Emmy Westlake
STWEC Coordinator

Shane Overton
STWEC Secretary