



- APPROVED MINUTES -

Regular Meeting of the Board of Directors
November 18, 2020 in Yreka, California

Directors present: Justin McMahon, John Spencer, Rick Lemos, Bruce Fiock, FJ Hayden, Tony Bishop, Michael Stapleton

Absent: none

By Phone: none

Others in Attendance: See Sign in Sheet

1. Call to Order

- a. **Establish Quorum-** a quorum is established. Meeting called to order by Chairman McMahon at 7:05pm
- b. **Pledge of Allegiance** was said
- c. **Agenda Adjustments and Approval –** Approve Agenda as presented. ACTION: Approve Agenda as presented. MOTION: Hayden; SECOND: Spencer; AYES: McMahon, Lemos, Bishop, Fiock, Stapleton; NOES: none; ABSTENSIONS: none.

2. Approval of Minutes

a. Regular meeting September 30, 2020 Regular Board Meeting

ACTION: Approve minutes with no changes: MOTION: Fiock; SECOND: Stapleton; AYES: McMahon, Lemos, Hayden, Bishop, Spencer; NOES: none; ABSTENSIONS: none

3. Public Comment – none

4. New Business (possible action items)

- a. Safe Harbor Agreement-Forbearance Agreement and Monitoring Agreement Consider Approval Pending Landowner's Signature. John Roggenbuck, President Shasta Watershed Conservation Group. ACTION: Approve Safe Harbor Agreement-Forbearance Agreement and Monitoring Agreement pending Landowners' Signature. MOTION: Bishop; SECOND: Stapleton with condition to have separate account tracking; AYES: McMahon, Lemos, Hayden, Bishop, Spencer; NOES: none; ABSTENSIONS: none
- b. Accounting / Quickbooks Consultant. Consider hiring Consultant to Create updated Quickbooks/Accounting System (\$5K max). Executive Director presented the Board with a Proposal for a 3 year Audit and updated Quickbooks System. Staff would like to hire Susan Werner as a Consultant to update our Quickbooks to be more efficient. The cap of \$5,000 is the estimated amount. She would come in to Yreka to sit with Director and Accounting Manager to set a new system up and will also be in attendance during the audit. ACTION: Complete a 3 year Audit and approve hiring Susan Werner to create an updated Quickbooks/Accounting System not to exceed \$5,000. MOTION: FJ; SECOND: Stapleton; AYES: McMahon, Lemos, Fiock, Bishop, Spencer; NOES: none; ABSTENSIONS: none

5. Old Business (possible action items)

- a. Hart 1707 Petition and SSWD Protest. Executive Director handed out several reports to cover the petition. Susan Hart presented the Board with an augmentation to the letter that was given to the board last week. A Compliance Plan. At the bottom of letter a 3point agreement to dismiss the protest and in turn ask the board to reflect the 3 changes. Added a 4th item that tries to capture the notes in the letter. See letter for further information. Draft a letter that would be forwarded to the Water Board. Peter Keil, legal counsel for SSWD, would like to review the protest with the Executive Director before dismissing the protest.
- b. SSWD-Cal Trout Equipment Use Agreement re: Shasta Valley-Cardoza POD Flow Meter Consider Approval of Equipment Use Agreement. External flow doppler. Only on surface adjudicated water rights. ACTION: Approve SSWD-Cal Trout Equipment Use Agreement re: Shasta Valley-Cardoza POD Flow Meter Equipment Use Agreement. MOTION: Fiock; SECOND: Hayden; AYES: McMahon, Lemos, Stapleton, Bishop, Spencer; NOES: none; ABSTENSIONS: none
- c. Purchase of ATV and Cargo Trailer. Consider Purchase of ATV and Cargo Trailer to Support Field Work. ACTION: Purchase a battery for Deputy Watermaster's ATV rather than purchase one at this time until the new budget is being created.

6. Financial –

- a. Balance Sheet / Check Register / Unpaid bills in the amount of \$900.00 / Payroll report for the financial reports from the meeting held in September, as the Financials were tabled, and for the October and November financials. ACTION: Approve the financials presented at the September Board Meeting and for the October and November financials paying the payables in the sum of \$900.00. MOTION: FJ; SECOND: Spencer; AYES: McMahon, Lemos, Fiock, Bishop, Spencer; NOES: none; ABSTENSIONS: none

7. Next regular meeting – January 27, 2021 at 6:00pm

8. Adjournment 8:44pm.

Minutes approved [] as presented [] with corrections on the _____ day of _____, _____.

Signature of Board Chairman

Signature of Secretary