

RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for December 14, 2021
Board of Directors Meeting

1. Call to Order:
 - a. Meeting was called to order by Vice-Chairman, Brian Nicholson at 3:59 pm.
 - b. Election of officers: Motion was made by Sue Gordon to elect Jordan Emery as Board Chairman. Debra Sellman seconds the motion. Motion carried, Brian Nicholson, Ed Johnson, Debra Sellman, Sue Gordon, and Jordan Emery.
 - c. Motion was made by Sue Gordon to elect Brian Nicholson as Vice-Chairman. Debra Sellman seconds the motion. Motion carried Brian Nicholson, Ed Johnson, Jordan Emery, Sue Gordon, and Debra Sellman.
 - d. Motion was made by Debra Sellman to elect Cynthia Lofthouse as Board Secretary. Sue Gordon seconds the motion. Motion carried, Brian Nicholson, Ed Johnson, Jordan Emery, Sue Gordon, and Debra Sellman.
 - e. Board members present Brian Nicholson, Jordan Emery, Ed Johnson, Sue Gordon, and Debra Sellman.
 - f. Others present Larry Raschein, HBMWD; Will Burns, RLCSD; Caitlin Canale, RLCSD; and Cynthia Lofthouse, RLCSD.
2. Approval of Agenda:
 - a. Motion was made by Jordan Emery to approve the agenda for the meeting of December, 14 2021. Ed Johnson seconds the motion. Motion carried Brian Nicholson, Sue Gordon, Debra Sellman, Jordan Emery, and Ed Johnson.
3. Approval of Minutes:
 - a. Motion was made by Ed Johnson to approve the minutes for November 9, 2021, with the correction to item 8a, "Forty lease lots have been cleared (not cleaned)." Sue Gordon seconds the motion. Motion carried Brian Johnson, Debra Sellman, Jordan Emery, Ed Johnson, and Sue Gordon.
4. Public Comment: None
5. Supervisor's Report: None
6. Correspondence:
 - a. California Department of Fish and Wildlife sent us information on licensing, dates on free fishing days. The validations that are required, the new 2022 Sport Fishing items and fees.
 - b. Letter from HBMWD regarding Quagga Substrate Monitoring, which included the annual report for Quagga and Zebra Mussel Infestation Prevention Grant Program.
 - c. Letter from Trinity County Environmental Health Department called the 2020 August Complex Fire Memo. The memo consists of information for leaseholders in regards to septic systems, water systems, planning, and re-building questions.
7. Update of District Projects:
 - a. Owsley Electric has come out at least 3 times during this past month. 101 Netlink added an extension pole at the entrance at the marina to help transmit the data to the gates. The Marina gates tested good. The campground entrance gate was not responding as the gate arm was not wanting to go all the way down. Owsley ordered a new circuit board for the gate and is waiting for it to arrive.
8. Items for Board Action and Investigation:

- a. Motion was made by Debra Sellman to approve the lease transfer of site 36 from Dennis & Debra Tauscher to Kyle Kiser. Sue Gordon seconds the motion. Motion carried Brian Nicholson, Ed Johnson, Jordan Emery, Sue Gordon, and Debra Sellman.
 - b. Motion was made by Debra Sellman to approve the lease transfer of site 51 from Karen Battaglia to Derek and Alicia Buckner. Jordan Emery seconds the motion. Motion carried Brian Nicholson, Ed Johnson, Sue Gordon, Debra Sellman, and Jordan Emery.
 - c. Motion was made by Sue Gordon to open an account with Redwood Capital Bank. Debra Sellman seconds the motion. Motion carried Brian Nicholson, Ed Johnson, Jordan Emery, Sue Gordon, and Debra Sellman.
 - d. Motion was made by Sue Gordon to approve the 2022 salary schedule. Debra Sellman seconds the motion. Motion carried Brian Nicholson, Ed Johnson, Jordan Emery, Sue Gordon, and Debra Sellman.
 - e. Motion was made by Ed Johnson to keep the Ruth Rec Camp Host Job Description as is. Debra Sellman seconds the motion. Motion carried Brian Nicholson, Sue Gordon, Ed Johnson, and Debra Sellman. No vote Jordan Emery.
 - f. Motion was made by Ed Johnson to keep the Marina Manager Job Description as is. Debra Sellman seconds the motion. Motion carried Brian Nicholson Sue Gordon, Debra Sellman, and Ed Johnson. No vote Jordan Emery
 - g. Ad Hoc Committee meeting postponed due to weather.
9. Manager's Report and Update:
- a. Financial-Recognize and Acknowledge Documents.
 - b. Community Hall: The Southern Trinity Health Services held a Christmas party on December 10, 2021, without reserving the hall again. The stove in the kitchen is not working at the moment.
 - c. Marina: The 3 new Yamaha fishing boat motors have arrived and Travis from Time and Tide will come out and install the motors in the Spring. Patio boat 18 is back from being worked on. Cindy from the Hobart Campground is helping with keeping the grounds at the Marina clean. Will is cleaning the restrooms at the Marina and Eric is keeping the docks stable.
 - d. Campground: No changes
 - e. Leases: Almost all lease sites have been returned to the county for approval. Adam Jager with HBMWD will be cleaning up the pile of junk at Ruth-Zeina Bridge, when that is done they are working on cleaning up the other areas on the buffer strip along with the leases. Adam is also working on getting a few vehicles removed along the buffer zone and a horse trailer that was abanded. When that is all completed, the plan is to start working on the CalFire fire reduction on the leases that have not burned.
 - f. Buffer Strip: Adam with HBMWD is working on the car removals.
 - g. Highway 36: Going eastbound they are still delaying traffic through the rockslide.
10. New Matters for Board Consideration: None
11. Closed Session:
The board entered into a close session at 5:22 pm. The board returned to the open session at 5:59 pm. Discussion of Marina personnel with nothing to report.
12. Adjournment:
The meeting adjourned at 5:59 pm.

Cynthia L. Hines
Submitted by Date 1-11-22

[Signature] 1-11-22
Approved by Date