

RUTH LAKE COMMUNITY SERVICES DISTRICT  
Minutes for March 8, 2022  
Board of Directors Meetings

1. Call to Order:

- a. Meeting was called to order by Board Chairman Jordan Emery at 3:59pm.
- b. Board members present, Jordan Emery, Brian Nicholson, Debra Sellman, Sue Gordan, and Ed Johnson.
- c. Others present, Dan Frasier, Trinity County BOS; Steve Delaney, community member; Jim Cook, lease holder; Adam Jager, HBMWD; John Fridenbach, HBMWD; Larry Raschein, HBMWD; Will Burns, RLCSD; Caitlin Canale, RLCSD; and Cynthia Lofthouse, RLCSD.

2. Approval of Agenda:

- a. Motion was made by Sue Gordon to approve the agenda for the meeting of March 8, 2022. Brian Nicholson seconds the motion. Motion carried Jordan Emery, Sue Gordon, Brian Nicholson, Ed Johnson, and Debra Sellman.

3. Approval of Minutes:

- a. Motion was made by Ed Johnson to approve the minutes for the meeting of February 8, 2022. Brian Nicholson seconds the motion. Motion carried, Jordan Emery, Sue Gordon, Debra Sellman, Brian Nicholson, and Ed Johnson.

4. Public Comment: None

5. Supervisor's Report:

- a. Dan Frasier met with Lisa Lozier. They are working on being on the same page with the RLCSD Lease Site Standards in regards to the type of dwellings that can be placed on lease sites. They are still working on whether or not Park Model homes are allowed on lease sites.

6. Correspondence:

- a. Received a thank you letter from STAR for a donation.
- b. California Water Boards sent RLCSD 2021 Annual Inspection for Ruth Lake Marina. The two wells have been fixed to meet the qualifications for the Water Board.
- c. Letter from Alma Roberts regarding the 2022 camping reservations. Alma is requesting a different way for RLCSD to do camping reservations for next year.

7. Update of District Projects:

- a. HBMWD is putting in for a grant through the State to request funding to move the Ruth Rec launching gate up to higher elevation to prevent flooding of the gate during the winter months.
- b. Looking into using either solar or trying to restore power back to the Old Ruth automatic gate for boat launching.
- c. Old Ruth yellow gate is in the process of being placed back on the launching ramp to be used for the 2022 season.

8. Items for Board Action and Investigation:

- a. Adam Jager with HBMWD updated the work being done at Barlow with PSP and lease lots. The remaining wood chips are being taken to Anderson. The gravel will be left in the middle of the Barlow field and leveled out before leaving. There was an agree between, PSP, HBMWD, and CSD to leave some of the hardwood at the Barlow field for some of the local residents and the rest placed at the laydown yard across from Anada Creek.

PSP ensured that the Barlow Road and gate will be fixed. Headquarters and lease 44c are still waiting for approval from Trinity County as the first set of paperwork was misplaced through the county. Lease sites 30, 31, and 36 have been permitted for septic through the county after Adam sent in extra documentation about each site's septic. HBMWD will send out fuel reduction paperwork from Cal-Fire to the leaseholders who qualify for fuel reduction on their lease site. The goal for the fuel reduction is to be able to go to the non-burned leases. There are about fifty leases that are needing to be done. It will included leases 2-15, 101-102, 114's, and 115's.

- b. Discussion on renting out the table and chairs from the Community Hall. Steve Delaney asked to use the table and chairs for a wedding in April at our last meeting. Members of the board agreed to rent the tables and chairs out. The agreement is that there will be a \$500.00 deposit and each table rented out at \$12.00 each and the chairs at \$3.00 each. Members of the board will assist in checking in and out the table and chairs at the hall. They will also be looking for any damage when the table and chairs are returned. Steve Delaney will also assist with reviewing the table and chairs for any damaged. A motion was made by Sue Gordon to approve the rental of the tables and chairs. Brian Nicholson seconds the motion. Motion carried Jordan Emery, Debra Sellman, Ed Johnson, Sue Gordon, and Brian Nicholson.
  - c. A motion was made by Sue Gordon to approve the transfer of lease 111 from Corey & Eloise Campbell to Jacob, Traci, Briana & Madisyn Day. Debra Sellman seconds the motion. Motion carried Jordan Emery, Brian Nicholson, Ed Johnson, Sue Gordon, and Debra Sellman.
  - d. A motion was made by Debra Sellman to approve the transfer of lease 54 from Randy Bolan to Corbett Bolan. Brian Nicholson seconds the motion. Motion carried Jordan Emery, Sue Gordon, Ed Johnson, Debra Sellman, and Brian Nicholson.
  - e. A motion was made by Sue Gordon to approve the transfer of lease 114h from Adrian & Chelsey Charlton to Randy Bolland. Ed Johnson seconds the motion. Motion carried Jordan Emery, Debra Sellman, Brian Nicholson, Sue Gordon, and Ed Johnson.
  - f. A motion was made by Debra Sellman to approve a Simple IRA for the district. Sue Gordon seconds the motion. Motion carried Jordan Emery, Ed Johnson, Brian Nicholson, Debra Sellman, and Sue Gordon.
  - g. Renewal of the sublease for 2023. Caitlin Canale suggested billing a late fee of \$25.00 for each month the payment is late after May 10 and September 10. Recommended that a default policy needs to be put in place for nonpayment of lease sites. Suggested that we follow up with the lawyers to see if they can assist us with a default policy.
  - h. Meeting set for March 29, 2022, with RLCSD, STVFD, and Colette from LAFCO.
9. Manager's Report and Updates:
- a. Financial-Recognize and Acknowledge Documents: Question on the amount paid for Owsley Electric.
  - b. Community Hall: Upcoming events Lions Club Game Feed, Community Breakfast, STHS take out dinner and wedding reception.
  - c. Marina: Raising of the wells to prevent any run off water getting into the well head. A new heater/AC unit was install at the marina store. The sub-panel box and breaker box in the store were replaced. The gas pump was fixed by North Coast Company. Fishing boat motors are to be put on March 28, 2022.
  - d. Campgrounds: Reservations went well. Hercules is still being worked on. Adam Jagar suggested to Caitlin to write a letter to Sheriff Saxon and Trinity County CHP for holiday weekends for patrol in our area.

e. Leases: Two lease sites still waiting for county approval. Jennifer Rich and Dave Saunderson are putting together a leaseholder's newsletter to be sent out with the CSD lease statements.

f. Buffer Strip: Removal of vehicles.

10. New Matters for Board Consideration:

a. Default procedures

11. Adjournment:

Meeting adjourned at 5:38 pm.

Cynthia S. [Signature] 4-20-22  
Submitted by Date

[Signature] 4/20/22  
Approved by Date