



RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for November 14, 2023
Board of Directors Meeting



1. Call to Order:
 - a. The meeting was called to order by Chairman Jordan Emery at 4:03 p.m.
 - b. Board members present Jordan Emery, Ben Boak, Debra Sellman, Ed Johnson, and Roger Kirkpatrick.
 - c. Others present were Adam Jager, HBMWD; Larry Raschein, HBMWD; Caitlin Canale, RLCSD; Cynthia Lofthouse, RLCSD; and Tyler Stodder, public.
2. Approval of Agenda:
 - a. Debra Sellman made a motion to approve the November 14, 2023 agenda. Ben Boak seconds the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Ed Johnson, and Ben Boak.
3. Approval of Minutes:
 - a. Ed Johnson made a motion to approve the minutes for October 10, 2023. Ben Boak seconds the motion. Motion carried Jordan Emery, Debra Sellman, Roger Kirkpatrick, Ben Boak, and Ed Johnson.
4. Public Comment: None
5. Supervisor's Report: Not present
6. Correspondence:
 - a. Inspection report from Trinity County Environmental Health on Ruth Rec Campground Store dated October 20th, 2023.
 - b. Informational packet from CalChamber on 2024 California employment law updates.
7. Updates of District Projects:
 - a. Gate relocation plans were submitted by Whitchurch Engineering. Whitchurch Engineering shared with Caitlin that they are now waiting for the permits from Trinity County to start the project.
8. Items for Board Action and Investigation:
 - a. Adam from HBMWD discussed the next round of tree removal through the CalFire grant. The next proposed locations would be along Mad River Road near Eagles Nest, Lonesome Way, and Headquarters area for dead/burned fir and oak trees. CalFire wants the logs completely removed from the location and not left on the ground. The bid packet will be ready soon and going out to bid. HBMWD is hoping to be able to continue with applying for more funds after this round of grant money has been used.
 - b. Roger Kirkpatrick made a motion to approve Policy 2010, Health and Welfare Benefits, with correction to item 2110.40. Ed Johnson seconds the motion. Motion carried Jordan Emery, Ben Boak, Debra Sellman, Roger Kirkpatrick, and Ed Johnson.
 - c. Policy 6250, Waterless Toilet Systems on Boat Only Leases (draft), has been tabled until further information is provided.
 - d. Policy 6225, Construction and Maintenance of Pit Privies, has been tabled until further discussed with the County and State.
 - e. Ed Johnson made a motion to approve the donation to STAR (Southern Trinity Area Resuce) for \$15,000.00 for the 2023 season. Roger Kirkpatrick seconds the motion. Motion carried Jordan Emery, Ben Boak, Debra Sellman, Ed Johnson, and Roger Kirkpatrick.



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- f. Ben Boak made a motion to table the donation to STVFD for the 2023 season. Roger Kirkpatrick seconds the motion. Motion carried Jordan Emery, Debra Sellman, Ed Johnson, Roger Kirkpatrick, and Ben Boak.
 - g. Roger Kirkpatrick made a motion to approve the 2024 campground schedule for reservations. Ben Boak seconds the motion. Motion carried Jordan Emery, Debra Sellman, Ed Johnson, Roger Kirkpatrick, and Ben Boak.
 - h. Roger discussed the benefits of a 10mm digital sign verses a 16mm digital sign. Some of the benefits are 10mm digital signs use less power and has a longer life span. Ben Boak motioned to get a new quote for a 10mm sign. Ed Johnson seconds the motion. Motion carried Jordan Emery, Debra Sellman, Ed Johnson, Ben Boak, and Roger Kirkpatrick.
 - i. Ben Boak and Ed Johnson shared an update from the October 19th, 2023, ad-hoc meeting with STVFD (Southern Trinity Volunteer Fire Department). Three members from STVFD had discussed the letter that was received from Margaret Long and presented it to Ben and Ed. After discussion, the two CSD members would like to meet again with the STVFD after doing more research and getting a better background of the past relationship the CSD and STVFD had. The next ad-hoc meeting date has not been set.
 - j. Debra Sellman motioned to approve the default of Lease 72, Debra Scheffler's nonpayment of late fee. Ben Boak seconds the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Ben Boak, and Debra Sellman.
 - k. Ben Boak motioned to approve the default of Lease 94c, Mick Mangrum's nonpayment on the July 2023 invoice. Roger Kirkpatrick seconds the motion. Motion carried Jordan Emery, Ed Johnson, Debra Sellman, Ben Boak, and Roger Kirkpatrick.
 - l. Ed Johnson motioned to approve the default on lease 97a, Donald Thompson's nonpayment for March and July 2023 invoices, 10-year sublease renewal paperwork, and no current insurance. Debra Sellman seconds the motion. Motion carried Jordan Emery, Roger Kirkpatrick, Ben Boak, Debra Sellman, and Ed Johnson.
 - m. Ben Boak motioned to approve the default on lease 98b, Armond Deny and Rick Fox's nonpayment for March and July 2023 invoices, 10-year sublease renewal paperwork, and no current insurance. Debra Sellman seconds the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Ben Boak, and Debra Sellman.
 - n. Ed Johnson motioned to approve the default on lease 111c, Nicholas Watson's nonpayment for March and July 2023 invoices and no insurance coverage. Debra Sellman seconds the motion. Motion carried Jordan Emery, Ben Boak, Roger Kirkpatrick, Ed Johnson, and Debra Sellman.
9. Manager's Report and Update:
- a. Financial-Recognize and Acknowledge Document: Roger noted that the boat rentals were up for the season of 2023.
 - b. Community Hall: The events that took place in October were, STVFD Fireman's Ball on the 21st and the school's Halloween Festivities on the 31st. On November 4th the Lions Club held their Fish Fry, the Community Breakfast was on the 5th, and STAR's spaghetti dinner was on the 10th of November. It was discussed to review the Community Hall policy next month to help support the hall's maintenance and expenses.



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- c. Marina: The marina closed on October 31st, 2023 for the winter months through March 31st, 2024. On Saturday November 11th, we had all five of the marina patio boats winterized and mostly prepped for the spring. Two dry storage boats above the restrooms will be staying for the winter months at the marina. One ski boat is left in the fenced dry storage that will be paying soon and removed for the winter. In December, the marina will be the location for boat inspections on the weekends and holidays.
 - d. Campgrounds: On November 1, 2023 the Ruth Rec Campground closed down and was winterized. The restrooms are now closed and water has been turned off until April 15th, 2024. Ruth Rec will still be open for campers all winter long, just the facilities are not available to them. We have a few campground reservations during the week of Thanksgiving. The boat launch dock at Ruth Rec has been pulled out for the winter. Boat inspections are taking place at Ruth Rec for the month of November on weekend and holidays in addition to Monday through Friday.
 - e. Leases: There are still a few requests for improvements coming in. Over the past couple weekends there were a few complaints of a lease riding quads on other leases and private property in the Holly Creek area.
 - f. Buffer Strip. Nothing to report.
10. New Matters for Board Consideration: Nothing
11. Closed Session:
- a. Entered into closed session at 5:17 p.m. Closed session ended at 5:27 p.m. No action was taken.
12. Adjournment:
- a. The meeting adjourned at 5:27 p.m.

Cynthia Salas 12/12/23
Submitted by: Date

[Signature] 12/12/23
Approved by: Date