



RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for January 14, 2025
Board of Directors Meeting



1. Call to Order:
 - a. The meeting was called to order by Chairman Jordan Emery at 4:01 pm.
 - b. Board members present were Jordan Emery, Ben Boak, Ed Johnson, Debra Sellman, and Roger Kirkpatrick. Others present were John Friedenbach, HBMWD; Michiko Mares, HBMWD; Larry Raschein, HBMWD; Caitlin Canale, RLCSD; and Cynthia Lofthouse RLCSD.
 - c. Chairman Jordan Emery led the flag salute.
2. Approval of Agenda:
 - a. Debra Sellman motioned to approve the agenda for January 14, 2025. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ed Johnson, Ben Boak, Roger Kirkpatrick, and Debra Sellman.
3. Approval of Minutes:
 - a. Ed Johnson motioned to approve the minutes for December 10, 2024. Ben Boak seconded the motion. Motion carried Jordan Emery, Debra Sellman, Roger Kirkpatrick, Ben Boak, and Ed Johnson.
4. Approval of Special Meeting Minutes:
 - a. Debra Sellman motioned to approve the minutes for December 16, 2024. Ed Johnson seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
5. Public Comment: None.
6. Supervisor's Report: Not present.
7. Correspondence:
 - a. An update from Fish and Wildlife sent to us by Kristina Hubbard regarding Golden Mussels.
 - b. Notice of Proposed Emergency Action adding Golden Mussels to the list of restricted animals from Fish and Game Commission.
 - c. Trinity LAFCo nomination results for LAFCo alternate special district member.
8. Update of District Projects:
 - a. The new log booms are still in Fortuna for the marina. They have not been completed yet.
9. Items for Board Action and Investigation:
 - a. John Friedenbach from HBMWD introduced the new general manager Michiko Mares who started her new appointment on January 2, 2025. John's last day with HBMWD will be April 15, 2025.
 - b. Debra Sellman motioned for Lease 93 to transfer from Jacques Debets and Ineke Debets to Jacques and Ineke Debets Living Trust. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
 - c. Debra Sellman motioned to approve adding Jeanette Rolff and Julie Morss to Lease 81. Ben Boak seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.



RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for January 14, 2025
Board of Directors Meeting



- d. Ben Boak motioned to approve the removal of Shirley Dillon from Lease 81. Ed Johnson seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
 - e. Debra Sellman motioned to approve the removal of Leonidas Chester from Lease 76. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
 - f. Roger Kirkpatrick motioned to approve Policy 6550, Public Bidding and Sublet Procedures. Ben Boak seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick and Debra Sellman.
 - g. Debra Sellman motioned to approve the removal of 6000.27(f) from Policy 6000, Recreational Lease Site Standards. Once we hear back from the County we will review other sections of the policy. Ben Boak seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
 - h. Roger Kirkpatrick motioned to approve the 2025 employee pay schedule. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
 - i. Debra Sellman made a motion to review our finances at the end of each fiscal year to see if the CSD is financially capable of donating to the Southern Trinity Volunteer Fire Department as there is no set amount if any. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman. The Ad-Hoc meeting with STVFD and RLCSD will be held on January 22 at 6:00 pm where the committee will be presenting STVFD with a letter sharing there is no financial obligation to the STVFD.
10. Manager's Report and Update:
- a. Financial – Recognize and Acknowledge Documents: Nothing noted.
 - b. Community Hall: January 17th Senior luncheon, January 18th Lions Club Crab Feed, and January 31st Van Duzen Booster Club Chili Cook-Off and bingo.
 - c. Marina: During the high windstorms, the left side of the moorage dock at the Marina broke loose. Not sure where the cables broke this time underwater. It is currently tied off to the right side of the dock.
 - d. Campground: The campground at the Rec has been quiet. Due to last month's heavy rainstorms, there is a lot of debris inside the grounds and along the shoreline. Reservations for 2025 will start April 7th for anyone wanting to reserve for 60 days or more. All other reservations will start April 14th.
 - e. Leases: Nothing to report. Lease statements will be going out in the 3rd week of March.
 - f. Buffer Strip: Nothing to report.
11. New Matters for Board Consideration:
- a. Grants: Peggy Canale has been looking into grants for projects around Ruth Lake. Whitchurch Engineering will assist in the planning and help prepare the required documents for the grants. The amount it costs prior to submitting for a grant depends on the scope of the work, such as the boat launch at Old Ruth, repaving the road in Ruth Rec campground, etc. are some examples.
12. Closed Session:



RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for January 14, 2025
Board of Directors Meeting



- a. The Board entered into a closed session at 5:31 pm. The closed session ended at 5:34.
No action was taken.
- 13. Adjournment:
 - a. Meeting adjourned at 5:34 pm.

Cynthia Johnson 2-18-25
Submitted by Date

[Signature] 2/18/25
Approved by Date