



RUTH LAKE COMMUNITY SERVICES DISTRICT  
Minutes for July 8, 2025  
Board of Directors Meeting



1. Call to Order:
  - a. Meeting was called to order by Chairman Jordan Emery at 4:01 pm.
  - b. Chairman Jordan Emery led the flag salute.
  - c. Board members present were Jordan Emery, Ben Boak, Ed Johnson, Debra Sellman, and Roger Kirkpatrick. Others present were Larry Raschein, HBMWD; Caitlin Canale, RLCSD; and Cynthia Lofthouse RLCSD.
2. Approval of Agenda:
  - a. Ed Johnson motion to approve the agenda for July 8, 2025. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
3. Approval of Minutes:
  - a. Ben Boak motion to approve the minutes for June 10, 2025. Ed Johnson seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
4. Public Comment: None.
5. Supervisor's Report: Not present.
6. Correspondence:
  - a. News article from Napa County regarding the golden mussels threatening California lakes dated June 25, 2025
  - b. Joint press release from HBMWD and RLCSD dated: June 27, 2025.
  - c. CDFW Invasive Species program news on golden mussel detections in California dated July 2, 2025.
7. Update of District Projects:
  - a. Log booms: The diver, Charlie, is ready to come back up and will call to schedule a date.
  - b. Old Ruth gate project: PG&E has restored power. The next step is for 101Netlink to connect internet at Old Ruth to have a WiFi connection and to program the gate.
8. Items for Board Action and Investigation:
  - a. Ben Boak motioned to approve the removal of Helen Rust from lease site 28. Ed Johnson seconded the motion. Motion carried Jordan Emery, Debra Sellman, Roger Kirkpatrick, Ben Boak, and Ed Johnson.
  - b. Debra Sellman motioned to approve the transfer of lease 28 from John Rust to Richard A. Dorey. Ed Johnson seconded the motion. Motion carried Jordan Emery, Ben Boak, Roger Kirkpatrick, Debra Sellman, and Ed Johnson.
  - c. Ordinance 19 was reviewed and discussed with no action taken.
  - d. Policy 2100, Vehicle Cost Reimbursement, was reviewed and discussed with no action taken. The board requested more information for further review.
  - e. Letter from North Coast Regional Water Quality Control Board responding to a memo sent about Ruth Lake pit privies will be reviewed again at a later date.
  - f. The Golden mussel grant for a decontamination station has not been awarded yet.
9. Manager's Report and Update:
  - a. Financial-Recognize and Acknowledge Documents: Debra Sellman had questions on dates of payroll and how some employees had more than a month's worth of payroll and others didn't.



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- b. Community Hall: July 6<sup>th</sup> the Community breakfast was held.
  - c. Marina: The 4<sup>th</sup> of July weekend was busy and had good sales along with boat rentals. All around a great weekend at the Marina.
  - d. Campground: All campgrounds were full for the holiday weekend and no issues at any of the campgrounds.
  - e. Leases: Lease payments are current. Next invoice goes out the week of July 14, 2025.
  - f. Buffer Strip: Nothing to report.
10. New Matters for Board Consideration: No new matters.
11. Closed Session:
- a. The board entered into closed session at 5:23 pm. No action was taken.
  - b. No action was taken and closed session ended at 5:25 pm.
12. Adjournment:
- a. Meeting adjourned at 5:25 pm.

Cynthia Johnson 8/12/25  
Submitted by Date

[Signature] 8/12/25  
Approved by Date