



RUTH LAKE COMMUNITY SERVICES DISTRICT

Minutes for December 9, 2025

Board of Directors Meeting



1. Call to Order:

- a. The meeting was called to order by Chairman Jordan Emery at 4:00 pm.
- b. Flag salute was led by Chairman Jordan Emery.
- c. Board members present were Jordan Emery, Ben Boak, Ed Johnson, and Debra Sellman. Board member absent was Roger Kirkpatrick. Other presents were Caitlin Canale, RLCSD; Cynthia Lofthouse, RLCSD; Larry Raschein, HBMWD; Patsy and Rick Lewis, HTTRA; Julia Brownfield, District 5 Supervisor.
- d. Election of officer: Chairperson and Vice Chairperson
 - i. Ed Johnson motion to nominate Jordan Emery as Chairman of the Board. Ben Boak seconded the motion. Motion carried Jordan Emery, Debra Sellman, Ed Johnson, and Ben Boak.
 - ii. Ed Johnson motion to nominate Ben Boak as Vice Chairman of the Board. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ed Johnson, Debra Sellman, and Ben Boak.

2. Approval of Agenda:

- a. Ben Boak motion to approve the agenda for December 9, 2025. Ed Johnson second the motion. Motion carried Jordan Emery, Ben Boak, Debra Sellman, and Ed Johnson.

3. Approval of Minutes:

- a. Ed Johnson motion to approve the minutes for November 11, 2025. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, and Debra Sellman.

4. Public Comment: None

5. Supervisor's Report: Julia Brownfield, District 5 Supervisor, attended the meeting bringing information on what she and other district supervisors' members have been working on this past year. First Julia shared how she has been pushing Department of Transportation to focus on fixing the roads in Southern Trinity area and hopefully this next year the two slide areas with K-rails on Mad River Road near Ruth Rec will be worked on. Julia spoke about property taxes, and the County is getting push back on how many property taxes have raised this past year with some people appealing it to the County.

6. Correspondence:

- a. Forest Service U.S. Department of Agriculture has issued a forest order prohibiting the possession and transportation of golden mussels, zebra, and quagga mussels to five lakes in the forest dated: December 4, 2025.

7. Updates of District Projects:

- a. Marina log boom is in place, no new updates.
- b. Old Ruth automatic launch gate project Owsley Electric will be out January 7, 2026, to do the gate configuration and connect the system to 101 Netlink Wi-Fi.
- c. Caitlin met with Michiko, Contessa, and Chris Harris, all from HBMWD regarding the Ruth Lake decontamination tank project last week. The full process of a decontamination dip tank may not be possible at this time. However, to start with we will be able to purchase iPads for the marina and Ruth Rec Campground, so they are able to enter each watercraft into the WID system and look up each watercraft prior to launching.



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8. Items for Board Action and Investigation:
 - a. Rick and Pasty Lewis from HTTRA returned with new plans for a proposed HTTRA building. Caitlin shared that there is a new location other than Barlow area that will provide plenty of room for what they are planning to build/create. Caitlin will meet with Rick and Patsy Lewis to show them a different proposed location for a HTTRA building.
 - b. Debra Sellman motion that at this time we are not able to provide a donation to STAR for the 2025 season due to this past season financial struggle. We are in need of focusing on improvements and maintenance within our campgrounds and marina. Ben Boak seconded the motion. Motion carried Jordan Emery, Ed Johnson, Debra Sellman, and Ben Boak.
 - c. Ben Boak motion to not approve the donation to STVFD for the 2025 season. Ed Johnson seconded the motion. Motion carried Jordan Emery, Debra Sellman, Ed Johnson, and Ben Boak.
 - d. Discussion on the 2025 Quagga/Zebra/Golden mussel inspection summary. This provides the number of inspections that take place at Ruth Lake each year.
 - e. Debra Sellman motion to approve 2026 pay schedule. Ben Boak seconded the motion. Motion carried Jordan Emery, Ed Johnson, Debra Sellman, and Ben Boak.
9. Manager's Report and Update:
 - a. Financial-Recognize and Acknowledge Document: No questions.
 - b. Community Hall: December 14th a private party will be held and December 19th senior luncheon.
 - c. Marina: Travis came out on November 22, 2025, to winterize all the patio boats and fishing boats for the end of the season. Two patio boats need props replaced for the spring. Marina had a few low tree limbs removed over the ramada.
 - d. Campground: Candi is working the month of December on the weekends and holidays from 8 am to 4 pm for boat launching. Dead tree removal was done at Ruth Rec Campground, Hobart Creek Campground, Boy Scout Campground, and Boy Scout Day Use area.
 - e. Leases: Three leases in default are, lease 24A which has no structures, and leases 15 and 72 which have structures.
 - f. Buffer Strip: Nothing to report.
10. New Matters for Board Consideration: Nothing at this time.
11. Closed Session:
 - a. Entered closed session at 5:28 pm. No action was taken. Closed session ended at 5:33 pm.
12. Adjournment:
 - a. Meeting adjourned at 5:33 pm.

Submitted by

Date

Cynthia Johnson 1-13-26

Approved by

Date

Jeff

1/13/26