

Washoe-Storey Conservation District

1201 Terminal Way, Suite 222

Reno, NV 89502

(775) 322-9934

Board of Supervisors Meeting

Minutes of November 29, 2007

Present:

Ernie Nielsen, WSCD
Bret Tyler, WSCD
Becky Maholland, WSCD
Jim Shaffer, WSCD
Andy Flagg, WSCD
Ray Newcomb, WSCD
Sandi Gotta, NVDCD
Candice Siwarga, Kennedy/Jenks
Tracey Wolfe, NRCS
Jim Gifford, NRCS
Andi Kemmerer, WSCD

1. Call the Meeting to Order

- Chairman Ernie Nielsen called the Washoe-Storey Conservation District Board of Supervisors Meeting to order at 4:35 p.m.
- There were 3 guests in attendance: Tracey Wolfe and Jim Gifford from NRCS, and Candice Siwarga from Kennedy/Jenks.
- Andy made a motion to approve the minutes from the October 29, 2007 WSCD Board meeting. Jim seconded and the motion passed.

2. Public Comments:

- No comments.

3. External Agency Reports:

A. USDA - Natural Resources Conservation Service – District Conservationist

- Tracey Wolfe, field staff from Yerington, was in attendance.
- She will get WSCD a list of acting employees for NRCS.
- Tracey brought the existing MOU, which is due to be revised.
- District employees can receive technical assistance from NRCS, if it's within their expertise, such as light pollution or soil surveys.
- NRCS has a web-soil survey, plant database website, and a wind-break design website.
- There is also a public affairs officer at the Nevada State Office for marketing.

B. Division of Conservation Services – Sandi Gotta

- Sandi stated that Pam Wilcox is retiring in June.
 - Pam is Sandi's boss and used to be on the WSCD Board.
 - Pam to fill WSCD's vacant Board position, invite her to a future WSCD Board meeting.
- The budget is small this year, only three people working on it.
 - 5% was taken away from new district grant money, and Torte insurance.
 - WSCD loses \$400 from the \$8,800, but gain's it from Duck valley Conservation District.
 - So, between 27 Nevadan conservation districts, WSCD gain \$700.
- The Commission wants to amend regulations (handout).
 - Regulations will be read by LBC on December 4, 2007.
 - Language will be cleaned up.
 - Commission will look to local government agencies: NDEP, BLM, NDOW
 - Will discuss problems with watersheds, looking for a priority watershed within Nevada that each Gov't agency can help improve.
 - Upper Humboldt, Steamboat Creek?
 - Is there a District ready to take the project on?

4. District Projects

A. Hidden Meadows: update from Jim Arden

- Jim Arden was not able to attend.

B. Steamboat Creek

- Andy found the Steamboat Creek Plan on disk B.
- **Andi to look up the Plan and buy off the internet.**

C. Washoe and Storey County Reviews

- WSCD to continue to think of new ideas/suggestions to add to reviews that can better the environment and how people think about the environment.
- There was only one plan for the month of December, and it's a 10 lot subdivision.
- No reviews for Storey County.

D. Jumbo Grade/Andrew Lane

- **Andi to look up the statutes of the nationwide 27 Permit for Jumbo Grade and Andrew Lane.**

E. Storey Weed Abatement Team

- Andy went to the Weed Coalition meeting, and Andi took minutes.
- Discussed grant applications, field trips to Swan Lake with follow-up field trips.
 - Assess, map, apply, and follow-up with the kids.
- Want to make a pamphlet for the Highland Homeowners for fire rehab and fire prevention, as well as defensible space.
 - Got to HOAs and give a presentation about WSCD.

- Andi to do an inventory of weed chemical in the storage unit and send out to Board members.
- Weedar-64 is toxic and WSCD needs to be void of liability once the herbicide is given away. Should be safety training for responsible homeowners. Sue Donaldson may have a release agreement.

5. Internal District Reports

A. Fiscal

1. Report – Treasurer

- Andi and Becky will get together to work on WSCD budget and develop a cash flow chart.
- Andy will talk to Karen Carlson about getting a WSCD credit card.
- Bret made a motion to approve the treasurer's report for October 2007. Ray seconded and the motion passed.

2. Revenue including office space/rent

- WSCD is all paid up.

3. Authorize payment of expenses

- Bret made a motion to authorize payment of expenses. Andy seconded and the motion passed.

B. General Correspondence – Secretary

- No comments

C. Personnel

- Andi to find documents in old personnel files. Should be old job descriptions, state rates.
- Create a proposal for how Andi's job will change.
- Andi to look up insurance, send job duties out, and put as an action item on December's agenda.

6. Old Business:

A. Issues associated with District web-page.

- Need to post WSCD agendas and minutes on the web-page.
- Becky, Andy and Bret to form a working group that works on web-page content.
- Put the link for the NACD on the WSCD website.

7. New Business:

A. Guest Speaker Jim Arden to discuss issues associated with Hidden Meadows/Steamboat Creek

- Tabled for December 2007 WSCD Board Meeting.

B. Possible WSCD project for improving Chalk Creek watershed.

- Item was tabled for December WSCD Board meeting.

C. Discussion and approval to pay \$425 for Andi to attend Grant Writing USA Workshop.

- Jim made a motion to pay \$25 for Andi to attend the workshop. Becky seconded and the motion passed.

- D. Discussion and approval of paying NvACD dues.
 - What does WSCD want NvACD to do?
 - Bret made a motion to pay the \$650 dues to NvACD. Jim seconded and the motion passed.
 - E. Discussion of meeting that Jim and Becky had with Washoe County.
 - Becky handed out a summary of a list of contacts.
 - Moody had a list of different areas to get funding from.
 - Regional Water Planning Commission, Waste Management
 - The Truckee River Fund wants water quality type projects
 - Hidden Meadows?
 - Wants on the ground projects, and maybe the WSCD can oversee and manage the Steamboat Creek Project.
 - WSCD to come up with a proposal for Steamboat Creek project.
 - **Andi to contact Dan Kaffer to see if he knows of any funding available. We need start-up money.**
 - More discussion with Moody before next steps can be taken.
 - Brainstorm, or hire a graduate student or consultant that can tell us what should be done.
 - Take seed money, and use Andi and NRCS to look into the Steamboat Creek Project.
 - NDEP is accepting proposals for 319, talk to Birgett.
 - The sub-committee will carry this topic on.
 - F. Discussion and approval for increasing Andi's wages and/or increasing her hours.
 - Andi to look up personnel policies, and manuals, and put wage increase on December 2007 agenda.
 - Jim made a motion to extend Andi's hours per week from 20 to 29, and not offering health insurance. Andy seconded and the motion passed.
8. Staff/Consultants Items:
- A. Announcements
 - NvACD will be holding their national meeting in Reno February 12-16 2008.
 - WSCD needs to be actively involved in this meeting.
 - Andi to find a contact person with NvACD to determine how WSCD can be involved. WSCD booth?
 - B. Report on activities since last meeting
 - **Andi to send out an email to Board members tasks she has been working on.**
 - **Andi to put LID workshop and Grant writing workshop on December 2007 Agenda. Give a summary of both workshops.**
 - C. District direction on future staff activities.
 - Need to decide what is wanted on the web-page.
 - Possible PR about the Board?
9. Supervisors Items:
- A. Announcements
 - Andy brought in new WSCD vests that will be used for inspections as well as other Board member activities. Every Board member should have one.

- Communication: boardmembers@wscd.org
 - Internet secured, and board member secure site is on the link.
 - info@wscd.org is also a link on the WSCD website.
 - Andi, Andy, and Bret can update the website.
- B. Review of activities not otherwise included in agenda items.
- C. Board membership review vacancy of cities appointed member and potential recommendations.
- Pam Wilcox to potentially fill WSCD Board member vacancy?
10. Next District Meeting:
- Bret made a motion to have the next Board Meeting on December 20, 2007 at **4:30** at the WSCD Office. Jim seconded and the motion passed.
11. Adjourn
- Jim made a motion to adjourn the WSCD Board Meeting at 7:15 p.m. Andy seconded and the motion passed.

Board personnel/Member tasks to complete before December 20, 2007 Meeting:

- Andi to look up the Steamboat Creek Plan and buy off the internet.
- Andi to look up the statutes of the nationwide 27 Permit for Jumbo Grade and Andrew Lane.
- Andi to do an inventory of weed chemical in the storage unit and send out to Board members.
- Andi and Becky will get together to work on WSCD budget and develop a cash flow chart.
- Andy will talk to Karen Carlson about getting a WSCD credit card.
- Andi to find documents in old personnel files. Should be old job descriptions, state rates.
- Create a proposal for how Andi's job will change.
- Andi to look up insurance, send job duties out, and put as an action item on December's agenda.
- Becky, Andy and Bret to form a working group that works on web-page content.
- Andi to contact Dan Kaffer to see if he knows of any funding available. We need start-up money.
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