

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)  
MINUTES FOR  
JANUARY 13, 2021**

**DIRECTORS**

**DAVID VIGUIE**

**SAM BEUKELMAN**

**SPENCER BEI**

**LEO SOUKERIS**

**JOHN REITAN**

**DIXON RCD STAFF**

**KELLY HUFF, DISTRICT MANAGER**

**BROOK ROSENBERGER, OFFICE MANAGER**

**OTHER ATTENDEES**

**TERI KNIGHT, NRCS**

**DANIEL JONES, POTENTIAL BOARD DIRECTOR**

**1. Call the Meeting to Order**

Director Viguie called the January 13, 2021 Regular Board meeting to order at 12:00 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD

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staff, the only onsite/in person attendees were DRCD staff, all other attendees joined via Teleconference/Online.

Roll call was taken:

Present: Viguie, Bei, Beukelman

Absent: Schene

### **2. Establish a Quorum**

A quorum was established.

### **3. Approve the Agenda**

There was no discussion on this item.

A motion was made by Director Beukelman, seconded by Director Bei, to approve the agenda. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei

Nays: None

Abstain: None

Absent: Schene

### **4. Presentations – None**

### **5. DRCD Consent Calendar**

- a. Approval of Minutes from the Board Meeting dated December 9, 2020 (*Director's Prep*)
- b. Approval of Ditch Committee Minutes from the December 23, 2020 meeting (*Director's Prep*)
- c. Approval of Policy Committee Minutes from the December 30, 2020 meeting (*Director's Prep*)
- d. Approval of Ditch Committee Minutes from the January 07, 2021 meeting (*Director's Prep*)

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- e. Approval of Expenses from **December 10 to January 13, 2021**, and review of the 2020 / 2021 Budget (*to be distributed*)
- f. Office Management – Approval of Expenses from **December 1 to December 31, 2020** (*to be distributed*)
- g. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **November 13, 2020 to January 13, 2021** (to be distributed)

A motion was made by Director Beukelman, seconded by Director Bei, to approve the Consent Calendar Items 5a-5g. The motion passed as follows:

Yeas:       Viguie, Beukelman, Bei  
Nays:       None  
Abstain:   None  
Absent:     Schene

### **6. Natural Resources Conservation Service (NRCS) Report –**

Ms. Teri Knight has accepted the position of District Conservationist for Solano Service Center. In the interim, Rexie Harrist (soil conservationist from Yolo NRCS) is still the contact until Teri is official on February 15<sup>th</sup>, 2021. Ms. Knight introduced herself and gave a little background about who she is and where she comes from.

### **7. Comments from the Public – NONE**

### **8. Old Business – NONE**

### **9. New Business**

#### **a. Elections of Board Officers – President, Vice-President, Secretary and Treasurer (ACTION)**

Director Viguie asked if anyone had comment about those holding a Board Position. No comment was made, so

- Mr. Viguie will remain President
- Mr. Bei will remain Vice-President

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- Mrs. Huff will remain the Secretary

A motion was made by Director Beukelman, seconded by Director Bei, to re-elect the same Board Officers for a new term. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei

Nays: None

Abstain: None

Absent: Schene

- b. **Committee Appointments (ACTION)** It was suggested that the empty spot on the Budget Committee be filled with Director Jones once he signs the Oath of Office. Director Viguie then asked if we could table the rest of the committee assignments until Director Schene was available so he could weigh in.

A motion was made by Director Bei, seconded by Director Beukelman, to nominate future Director Jones to the Budget Committee along with Director Viguie, and table all other committee assignments until Director Schene is available for input and a vote. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei

Nays: None

Abstain: None

Absent: Schene

- c. **Review of Culvert Inventory – Receive staff summary of Priority 1 – “Poor” culverts identified in culvert inventory and provide direction regarding maintenance plans (ACTION)**

### Summary

- 7 “Critical” Culverts + Mistler Driveway (reviewed at prior meetings)
- 10 “Priority 1 – Poor” Culverts (see attached summary)
- 8 “Priority 2 – Poor” Culverts (will review at future meeting)

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- 11 “Priority 3 – Poor” Culverts (will review at future meeting)
- 124 (*estimate*) - “Good”
- 34 (*estimate*) – “Excellent”

11 culverts made the “Priority 1 - Poor” list. The Board went through each culvert that was identified on the list and talked as a group about the direction of repair for each of the 11 culverts.

1. **#104** (Westside) – Board discussed and Director Bei explained that this culvert takes drainage from eastside to west and there is also a Maine Prairie culvert that takes drainage to the south. Director Viguie recommended passing on repairs, agreed to lower priority of this culvert and talk with **County Public Works** about maintenance
2. **#86 (Lateral 2)** – Trees are on both sides of this ditch which means a lot of drip systems and micro sprinklers. Board agreed to raise the priority of this culvert and talk with **County Public Works**
3. **#74 (Lateral 2)** – Determined that this is a field access crossing for two different properties, must repair otherwise it will create a land lock situation. Board agreed this culvert is a high priority and talk with tenants/landowners about cost share of repairs and maintenance
4. **#336** (Lateral 3) – Plugged a lot during irrigation season. Board discussed, Director Bei stated that it’s currently a buried drain – Potential fix would be a 36 inch driveway culvert and convert the rest to an open ditch. Will require coordination and easement review with landowner, Solano Irrigation District and PG&E. – Director Viguie agreed
5. **#157** (Tremont 1) – Director Viguie recommended no action – as culvert is providing access to Rowe ranch.
6. **#164** (Tremont 1) after discussion about this culvert being District responsibility or not Director Bei recommended that we should do some sort of cost share as this culvert was put in a long time ago and we don’t want to start walking away now. Director Bei stated that we should do a case by case analysis and continue to do culvert replacements on ALL within the district. Director Beukelman agreed – the Board agreed that we would take no action at this time, but continue to monitor.
7. **#20** (Tremont 1) – Ms. Huff is going to reach out to **Yolo County Public Works** about replacing this culvert.

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8. **#181** (Tremont 1) – This culvert was put in by the landowner, however the Board agrees that the district should remove it.
9. **#184** (Tremont 2) – Recommended that the district should continue to discuss this culvert with the landowner and when the owner is ready we will bring it back to the table to discuss ongoing maintenance.
10. **#187** (Tremont 2) – Recommended that the district should continue to discuss this culvert with the landowner and when the owner is ready we will bring it back to the table to discuss ongoing maintenance.
11. **#208** (Tremont 2, Lateral B) – This culvert is not used very much therefore Director Viguie stated that it is not a priority and we should lower its priority. Director Viguie will continue to monitor.

A motion was made by Director Bei, seconded by Director Viguie, to implement all staff recommendations as listed above for each individual culvert listed. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei

Nays: None

Abstain: None

Absent: Schene

- d. **DRCD 2020-2021 Ditch Maintenance – Review ditch committee recommendations for remainder of 2020-2021 and future years. Provide direction and recommendations to staff. (Action)**

Board discussed current practices and agreed that we need some reevaluation and this would be a good time as certain maintenance contracts are up for renewal/renegotiation.

A motion was made by Director Viguie, seconded by Director Bei, to approve all the ditch committee recommendations regarding the

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remainder of the 2020-2021 and future years. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei

Nays: None

Abstain: None

Absent: Schene

**e. Consider Policy & Ditch Committee recommendations regarding spoils management. (Action)**

Ms. Huff expanded on the issues about spoils. There is information that we need before being able to have a recommendation to present to the Board. Ms. Huff presented a letter/survey that would go out to landowners to better allow us to gather input and information to be able to size how big and involved this issue really is.

The Board made a few suggestions about the letter and Director Viguie agreed to review it for approval prior to sending out the letter on 01/25/2021.

A motion was made by Director Beukelman, seconded by Director Bei, to go submit the letter and survey to landowners. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei

Nays: None

Abstain: None

Absent: Schene

**10. DRCD District Manager's Report –**

- a. **District Manager Report** – Mrs. Huff gave a brief status report of all current projects at this time. See DRCD Manager's Report for details. One extra item, was that Ms. Huff received a call from someone in the "Press" and although we have policy for such a

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situation, Ms. Huff wanted to make sure the Board was apprised of the call.

**b. Water Quality Coalition Update** – Mrs. Huff gave a brief status report on Outreach, Member Reporting, and fees collected as of current date. See Water Quality Coalition Report for details.

11. **Director’s Report – None**

12. **Communications – None**

13. **Upcoming Events –None**

14. **Announcements – A Reminder that the next board meeting will be Wednesday, February 10, 2021 at 12:00pm.**

15. **Adjourn Meeting**

A motion was made by Director Bei, seconded by Director Beukelman, to close the meeting. The motion passed as follows:

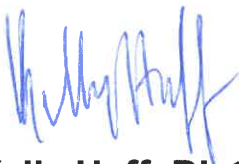
Yeas:       Viguie, Beukelman, Bei

Nays:       None

Abstain:   None

Absent:     None

**The Dixon RCD Board meeting adjourned at the hour of 1:17 p.m.**



**Kelly Huff, District Manager  
Dixon Resource Conservation District**