**Board Members Present: Board Members Absent:**

Joe Ricci-Supervisor

Tyler Minor-Chairman Tammy Hendrix – County Commissioner

Nate Johnson – Supervisor

Greg Lehman-Secretary/Treasurer

Randy Selmi-Supervisor

**Staff Present:** **Staff Absent:**

Rich Wilkinson -District Manager

Rachel Schmidt – Conservation Technician Madison Batz – Office Manager

Others Present:

Martha “ Marlee” Jenkins – Conservation District Program

Elsie Childress - NRCS

The meeting was called to order at 6:30 PM.

**Item 1: Roll call, introductions, determination of quorum and opening remarks.**

Roll call was taken and it was determined that a quorum was present. Please refer to the attached sign-in sheet for all those in attendance.

**Item 2: The pledge of allegiance:**

*Chairman Tyler Minor lead the board in the pledge of allegiance.*

**Item 3: Approval of the Agenda**

*Treasurer Greg Lehman motioned for approval and Supervisor Joe Ricci Seconded. Motion passed*

**Item 3: Public Comment**

*There was no public comment at this time*

**Item 5: Consent agenda**

5a. Approval of Meeting Minutes from:

July 30, 2024, Meeting

August 27, 2024, Meeting

5b. Approval of Treasury Reports for:

July 30, 2024, Meeting

August 27, 2024, Meeting

*Treasurer Greg Lehman motioned to approve all consent agenda items listed in 5a and 5b. Supervisor Joe Ricci seconded.*

**Item 18: Agency Report**

*Elsie Childress with NRCS, wanted to share end of the year numbers with the DVCD board and give some updates about Yerington NRCS office and announced staffing concerns and open positions available within the Yerington office. She also requested we have an agenda item at out next meeting to go over NRCS Civil Rights checklist for NRCS partners.*

*Martha Jenkins with the Conservation District Program mentioned the NVACD Meeting registration is open and went over payments for registration. The meeting is November 19th-20th, 2024, and has several events happening during the conference and meeting.*

**Item 6: FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion, and possible action regarding the Ricci/Pradere Riverbank Stabilization Project: Mr. Wilkinson**

*District Manager Rich Wilkinson went over the updated plans from RO Anderson and what changes need to be made still.**He and the board discussed that there are still several revisions that need to be made on the plans. The board expressed concern and wanted to know if the timeline was still achievable to start project construction this year. Rich mentioned that the State Lands permit application has been submitted, but we need final plan revisions to be able to do USACE and NDEP 401 permitting. Rich expressed that if we can get plan revisions soon, and get permits submitted, he thinks it is possible to start construction this year.*

**Item 7: FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion, and possible action regarding the approval of the Final Annual Report. Mr. Wilkinson**

*Rich Wilkinson went over the Final Annual Report.*

*Supervisor Joe Ricci motioned to approve the final annual report. Supervisor Randy Selmi seconded. Motion was passed unanimously.*

**Item 8 : FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion, and possible action regarding the approval of the Final Financial Report. Mr. Wilkinson**

*Rich Wilkinson went over the final financial report with the board members and all the numbers for the fiscal year.*

*Treasurer Greg Lehman motioned to approve the final financial report. Supervisor Randy Selmi seconded the motion. Motion was passed unanimously.*

**Item 9: FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion, and possible action regarding the rental program details and paperwork. Mr. Wilkinson**

*Rich Wilkinson reviewed rental rates and the rental agreement. He suggested to changes some of the rates to account for yearly maintenance and other costs and possibly changes to some hourly rates. He also suggested to add a discounted agricultural rate for people in the agricultural industry. As well as hourly rates for staff consulting. He also mentioned DVCD staff consulting hourly rates can be used to bill towards grant reimbursements. The Board and Rich went over the statuses of all our equipment and what needs to be done to get all the equipment up and running. Marlee Jenkins went over the legal verbiage that was suggested by the District Attorney office for the rental agreement with the board. They went over security deposits, payment terms, late fee percentages, and licensing requirements for the official rental agreement to be approved.*

*Supervisor Joe Ricci Motioned for approval to make the necessary changes and then sit down with the District Attorney for a final draft. Supervisor Randy Selmi seconded the motion. The motion passed unanimously.*

**Item 10: FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion and possible action regarding future grant requests. Ms. Schmidt and Mr. Wilkinson**

*Conservation Technician Rachel Schmidt discussed new grant opportunities with Conserve Nevada with the board. The board, Rich Wilkinson, and Martha Jenkins discussed options for potential new projects, project sites and maintenance for the prequalifying process through Conserve Nevada.*

*No Motion at this time.*

**Item 11: FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion and possible action regarding hiring an Administrative Assistant. Mr. Wilkinson**

*Rich Wilkinson discussed that there has been one applicant for the administrative assistant position. The is an interview scheduled with the applicant for October 26th.*

*No motion at this time.*

**Item 12: FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion and possible action regarding current grant progress. Ms. Schmidt and Mr. Wilkinson**

*Rachel Schmidt went over all DVCD grant progression and timelines. She updated the board on monitoring and notice of entry letters for landowners for the current river project.*

*No motions at this time.*

**Item 13:** **FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion and possible action regarding the DVCD website, social media and education outreach updates. Ms. Schmidt and Mr. Wilkinson**

*Rachel Schmidt showed the board the new website and all the updates she made to it. They discussed Dayton Valley Days and the people that attended the booth. Rachel also mentioned plans for displays and outreach materials for future events. Rich mentioned some of the things he would like to add to the website in the future.*

**Item 14:** **FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion and possible action regarding the Website Information Form that will be provided to the Department of Conservation and Natural Resources Conservation Districts Program to update their website.**

*Martha Jenkins mentioned the Department of Conservation and Natural Resources only has minimal mentions of the conservation district programs throughout Nevada on their website. The Website information form is so the Department of Conservation and Natural Resources can link out website and have information about DVCD to make an easier way for the public to search for local conservation districts. Board approval is needed to submit this form.*

*Treasurer Greg Lehman motioned to approve. Supervisor Randy Selmi seconded. Motion was passed.*

**Item 15:** **FOR DISCUSSION AND POSSIBLE ACTION: Updates, discussion and possible action regarding the NVACD annual payment. Mr. Wilkinson**

*Dues for the Nevada Association of Conservation District are due. Rich Wilkinson went over how the dues are utilized and some past events and programs the past dues have went to. He also explained we can refuse dues or set an amount the board decides to send into the NVACD. The amount asked for from NVACD this year is $600 which includes the pooled insurance which DVCD does not use. Martha Jenkins mentioned that if DVCD paid less than the $600 it would count as a donation and not as our dues.*

*Randy Selmi motioned to approve the $600 dues for NVACD. Joe Ricci seconded the motion. Motioned was passed unanimously.*

**Item 16: District Supervisor Report**

*Greg Lehman discussed the auction event in October. The District discussed the option of selling the equipment online. Greg also mentioned a local business that sells equipment on consignment.*

**Item 17: District Staff Reports**

*Rich Wilkinson mentioned that DVCD potentially might acquire some “new” used trucks for the state surplus yard. He discussed the pros and cons about the new trucks and potential of selling older vehicles the district already owns. Rich stated that the new-used trucks would be better for pulling equipment. The board then discussed the logistics.*

**Item 19: Announcements**

*No announcements at this time.*

**Item 20: Agenda topics and next meeting date**

*The next meeting date is scheduled for October 29th, 2024*

*The board added an agenda item to discuss the potential candidates and open position for the district manager position*

**Item 21: Public Comment**

*Marlee Jenkins mentioned that the final reports need to be signed by the board chairman.*

**Item 22:** **Adjournment**

*Meeting was adjourned*