



RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for December 10, 2024
Board of Directors Meeting



1. Call to Order:
 - a. The meeting was called to order by Chairman Jordan Emery at 4:00 pm.
 - b. Board members present were Jordan Emery, Ben Boak, Ed Johnson, Debra Sellman, and Roger Kirkpatrick at 4:05pm.
Others present were Curtis Boak, Public; Caitlin Canale, RLCSD; and Cynthia Lofthouse, RLCSD.
 - c. Board members sworn in were Jordan Emery, Debra Sellman, and Ed Johnson.
 - d. Debra Sellman motioned to nominate Jordan Emery as Chairman of the Board. Ben Boak seconded the nomination. Motion carried Ben Boak, Ed Johnson, Debra Sellman. Ed Johnson motioned to nominate Ben Boak as Vice Chairman. Debra Sellman seconded the nomination. Motion carried Jordan Emery, Ed Johnson, Debra Sellman.
2. Approval of Agenda:
 - a. Ben Boak motioned to approve the agenda for December 10, 2024. Ed Johnson seconded the motion. Motion carried Jordan Emery, Debra Sellman, Roger Kirkpatrick, Ed Johnson, and Ben Boak,
3. Approval of Minutes:
 - a. Ed Johnson motioned to approve the minutes for November 12, 2024. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ben Boak, Roger Kirkpatrick, Debra Sellman, and Ed Johnson.
4. Public Comment: None.
5. Supervisor's Report: Not present.
6. Correspondence:
 - a. Update from Kristin Hubbard from Fish and Wildlife regarding the Golden Mussels.
7. Update of District Projects:
 - a. The new log booms are still being fabricated in Fortuna.
8. Items for Board Action and Investigation:
 - a. Debra Sellman motioned to approve Policy 6550, Public Bidding and Sublet Procedure, with corrections to 6550.60 and 6550.100 and to review again next month. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ed Johnson, Ben Boak, Debra Sellman, and Roger Kirkpatrick.
 - b. Debra Sellman motioned to approve Policy 6000, Recreational Lease Site Standards, with corrections to 6000.543 and 6000.544 adding a maximum number of three signs per lease to 6000.543. Ben Boak seconded the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Ben Boak, and Debra Sellman,
 - c. Debra Sellman motioned to approve a \$5,000.00 donation to STAR for the 2024 Season. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Debra Sellman, and Roger Kirkpatrick.
 - d. Debra Sellman motioned not to approve a donation to the STVFD for the 2024 Season. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
 - e. STVFD has requested a joint board meeting on December 16, 2024, at the Community Hall prior to having more Ad-Hoc Committee meetings.
9. Manager's Report and Update:



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- a. Financial- Recognize and Acknowledge Documents: Debra Sellman asked about the \$5,000.00 withdrawal from Intuit. Still working on the withdrawal from Intuit.
 - b. Community Hall: On December 6th STHS Booster Club held their Soup and Stew cook off and ended the evening with bingo. December 14th a memorial service was held. December 31st will be a kids New Years Eve party.
 - c. Marina: During the heavy rainstorms part of the log boom on the right side of the Marina ended up going underwater. The creek next to the marina was roaring during the storm and pushed in a lot of silt into the marina where the wet moorage slips are located and washed away some of the beach area.
 - d. Campground: One of the pressure tanks at the Ruth Rec pumphouse went out and will need to be replaced before next season. At Boy Scout Campground just beyond campsite 26 on the Ruth-Zenia Road the culvert area has washed out part of the hillside during the heavy rainstorms in November.
 - e. Leases: Insurances on the leases are up to date.
 - f. Buffer Strip: Nothing to report.
10. New Matters for Board Considerations: Nothing at this time.
11. Closed Session:
- a. The board entered the closed session at 5:37 pm. No action was taken.
 - b. No action was taken. The closed session ended at 6:05pm.
12. Adjournment:
- a. Meeting adjourned at 6:06 pm.

Cynthia Sellman 1/14/25
Submitted by: Dated

[Signature] 1/14/25
Approved by: Dated