



Officers & Directors:

Gilbert Goedhart, Acting President/Vice President, Kandi Manhart, Secretary, Bruce Roundy, Treasurer
Jim Giachino, Craig Knight, Mike Landini, Victor Silveira, Vacancy

Associate-Directors:

Dominic Brock, Kathy Landini, Susan Powell-Steuben, Candis Woods

Staff:

Kandi Manhart, Executive Officer ~ Ritta Martin, Program Coordinator ~ Greg Baker, Soil Health Coordinator

Meeting Minutes

Date: Thursday, March 9, 2017
Time: 1:00 PM to 4:00 PM
Location: USDA Service Center
132 North Enright Avenue, Suite C
Willows, CA 95988

DIRECTORS PRESENT: Gilbert Goedhart, Acting President/Vice President; Bruce Roundy, Treasurer; Jim Giachino, Craig Knight and Victor Silveira.

DIRECTORS ABSENT: Mike Landini.

ASSOCIATE DIRECTORS PRESENT: None.

ASSOCIATE DIRECTORS ABSENT: Dominic Brock, Kathy Landini, Susan Powell-Steuben and Candis Woods.

OTHERS PRESENT: Betsy Karle, UCCE; Marcie Skelton, Ag Commissioner; Hank Wallace, Farmer/Landowner; Jake Oosterman, Western United Dairy (WUD); Rob Vlach, Natural Resources Conservation Service (NRCS); Kandi Manhart, Ritta Martin, Greg Baker, and Sherry Zarate, RCD Staff.

I. CALL TO ORDER, WELCOME & INTRODUCTIONS

Acting President Goedhart called the meeting to order at 1:00 PM. Welcome and introductions ensued.

II. PLEDGE OF ALLEGIANCE

Pledge of Allegiance ensued.

III. PUBLIC COMMENT (limit 5 minutes):

Wallace expressed his concern of minimal well permitting processes in place in Glenn County; he encouraged a careful review of natural resource inventories. Wallace provided Manhart with a copy of a DRAFT ordinance that he presented to the County's Board of Supervisors in September 2016. He noted there has been no movement on the DRAFT ordinance and is concerned especially with the new State Groundwater Management Act (SGMA) regulations. Discussion ensued. RCD Directors and Staff will keep informed of this topic.

IV. CONSENT CALENDAR - ACTION

- A. Approve RCD meeting minutes for November 21, 2016
- B. Approve RCD Financial/Budget Committee meeting minutes for February 22, 2017
- C. Approve UMPQUA Bank communications/letter to update Account Signature Card with current Board of Directors (*Goedhart, Roundy, Giachino, Knight, Landini, Silveira*)
- D. Approve Stratti IT computers service renewal service agreement for 2017
- E. Approve RCD monthly financial reports and cash disbursements journal

Acting President Goedhart entertained a motion to approve Consent Calendar.

ACTION: Approve as presented, items A.-E.

MOTION: Knight

SECOND: Roundy

AYES: Knight, Roundy, Giachino, Goedhart, Knight, Silveira

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Landini

V. POLICIES COMMITTEE

A. Policies Committee Report

1. Discussion only

Manhart reported the committee had not met. No discussion.

VI. RCD REPORTS

A. Directors and Associate-Directors

1. Discussion on filling one vacancy

Manhart reported the interest of Brian Lohse, Lockwood Seed in filling the vacancy. Discussion ensued. Consensus was made by the Board to request the County Board of Supervisors appoint Brian Lohse to the RCD Board of Directors.

She also reported that Jenni Carriere-LaDuke requested to step down from being an Associate-Director due to lack of time availability to participate in meetings. The RCD Directors thanked Carriere-LaDuke for her participation.

2. Ethics & Sexual Harassment Prevention Trainings

Manhart reported the need for Directors to attend the trainings. Discussion ensued on ways to do so.

Directors reported on meeting attendance and various matters.

B. Executive Officer

Manhart reported off her written report on meeting attendance and various matters.

C. Staff

Martin, Program Coordinator, provided verbal report, reporting on meeting attendance and various matters.

Baker, Soil Health Coordinator, provided verbal report, reporting on meeting attendance and various matters.

VII. PARTNER REPORTS (limit 5 minutes, unless previously scheduled)

Oosterman – *WUD* – Reported off his written report on programs and various partner updates.

Karle – *UCCE* – Reported on programs and various partner updates.

Skelton – *Glenn County Ag Department* – Reported on programs and various partner updates.

Vlach – *NRCS* – Reported on programs and various partner updates.

VIII. RCD PROJECTS & PROGRAMS UPDATE

A. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart provided update.

B. Soil Health

1. Rangeland Health Field Day at South Form Willows Creek Ranch, Willows

Baker provided update.

C. CWPP: Highway 162 Fuel Break - ACTION

1. Discussion and possible action to approve inter-agency agreement for a spray maintenance program with RCD of Tehama County

Manhart provided update. No action taken due to pending information.

D. CWPP: County Road 306 Fuel Break

Manhart provided update.

E. RCD Connects with Kids

Manhart provided update.

1. 5K/10K Fundraiser – 6th Anniversary “Run Your Tail Off... through the Watershed” Trail Run/Walk – Buckhorn Recreation Area, Black Butte Lake – April 29

2. Natural Resources & Range Camp Scholarships for High School Students

3. Nesting Habitat Products: Bat, Owl, Song Bird and Wood Duck

4. Wildlife Escape Ramps for Livestock Troughs

5. Pathways to Nature at Vogt Ranch, Elk Creek – March 24

6. Discussion on request from Glenn County Fairgrounds to help coordinate updating Watershed Mural/Native Plant Garden

H. NEW and/or other projects & programs - ACTION

1. California Resource Conservation District Financial Assistance Program Funding Request Application to State of California, Department of Conservation, Division of Land Resource Protection

a. Discussion and possible action to approve Resolution 2017-001 authorizing and approving submission of the Glenn County RCD’s California Resource Conservation District Financial Assistance Program Funding Request Application to State of California, Department of Conservation, Division of Land Resource Protection

Manhart presented draft resolution. Discussion ensued. A special meeting was scheduled for March 14, 2017 to discuss goals, vision and strategy.

ACTION: As presented.

MOTION: Roundy

SECOND: Giachino

AYES: Roundy, Giachino, Goedhart, Knight, Silveira

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Landini

b. Discussion and possible action to authorize a commitment letter to be signed by Glenn County RCD's President describing 25% match, of which 40% [of the 25%] must be cash match, as outlined in Funding Request Instructions

Acting President Goedhart entertained a motion to approve authorization.

ACTION: As presented.

MOTION: Roundy

SECOND: Giachino

AYES: Roundy, Giachino, Goedhart, Knight, Silveira

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Landini

2. Discussion and possible action to provide County of Glenn response regarding letter dated February 7, 2017 RE: SGMA Governance Planning, Final Letter to GSA-Eligible Agencies

Manhart presented letter. Discussion ensued.

Acting President Goedhart entertained a motion to approve authorization.

ACTION: Submit response "Our Agency will not participate as a GSA and we defer GSA authority over our service area to the County of Glenn".

MOTION: Roundy

SECOND: Silveira

AYES: Roundy, Silveira, Giachino, Goedhart, Knight

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Landini

3. Others

Manhart reported her conversations with Ellyn Bitume, PhD, USDA Agricultural Research Service and their efforts to do some biological control releases of the Arundo wasp and scale at Lower Stony Creek. Manhart noted she connected her to the City of Orland as, unfortunately, the RCD does not have funding to work on the project.

IX. "PLANNING FOR THE FUTURE"

A. Strategic planning session

1. Discussion and possible action to update Long Range Plan 2017-2022

Acting President Goedhart entertained discussion. Discussion ensued. Soil Health will be added to the planning document.

Acting President Goedhart entertained a motion to approve authorization.

ACTION: Approve with the addition of Soil Health.

MOTION: Roundy

SECOND: Knight

AYES: Roundy, Knight, Giachino, Goedhart, Silveira

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Landini

X. ADJOURNMENT

Acting President Goedhart adjourned the meeting at 3:56 PM.

Approved on May 15, 2017 by the Glenn County Resource Conservation District Board.

Attested by,



Gilbert Goedhart, Vice President



Kandi Manhart, Secretary

Items Attached:

Cash disbursements journal

Glenn County Resource Conservation District

3/8/2017 4:00 PM **E**

Register: UMPQUA Checking
 From 11/22/2016 through 03/09/2017
 Sorted by: Date and Order Entered

Claim List

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/22/2016	3939	Express Services, Inc.	20000 · Accounts Paya...	Invoice #18096...	108.60	X		27,655.67
11/22/2016	3940	Express Services, Inc.	20000 · Accounts Paya...	5.75 hours	104.08	X		27,551.59
11/30/2016	3782	Kandi E. Manhart	66000 · Payroll Expens...		4,184.05	X		23,367.54
12/06/2016			12000 · Undeposited F...	Deposit		X	10,267.61	33,635.15
12/06/2016			12000 · Undeposited F...	Deposit		X	56.70	33,691.85
12/06/2016			46400 · Other Types of...	Deposit - IRS p...		X	395.54	34,087.39
12/09/2016			12000 · Undeposited F...	Deposit		X	8,588.18	42,675.57
12/09/2016			12000 · Undeposited F...	Deposit		X	2,760.00	45,435.57
12/15/2016	EFT	EDD	66000 · Payroll Expens...	EDD payroll ta...	453.12	X		44,982.45
12/15/2016	EFTPS	IRS	66000 · Payroll Expens...	IRS payroll taxes	2,608.66	X		42,373.79
12/16/2016	3941	Express Services, Inc.	20000 · Accounts Paya...	Invoice #18196...	104.08	X		42,269.71
12/16/2016	3942	Kampschmidt Payrol...	20000 · Accounts Paya...	Invoice 2016-8...	51.00	X		42,218.71
12/16/2016	3943	Comcast	20000 · Accounts Paya...	8155 60 029 02...	175.07	X		42,043.64
12/16/2016	3944	Express Services, Inc.	20000 · Accounts Paya...	Invoice #18219...	371.06	X		41,672.58
12/16/2016	3945	Farrell Design Group	20000 · Accounts Paya...	Invoice #1714	73.25	X		41,599.33
12/16/2016	3946	Office Depot	20000 · Accounts Paya...	Invoice #88412...	70.20	X		41,529.13
12/16/2016	3947	Robert A. Gustafson ...	20000 · Accounts Paya...	Invoice #16710...	250.00	X		41,279.13
12/16/2016	3948	U.S. Bank Equipmen...	20000 · Accounts Paya...	Invoice #31864...	583.27	X		40,695.86
12/20/2016	3949	Kandi Manhart	20000 · Accounts Paya...		282.75	X		40,413.11
12/20/2016	3950	Ritta Martin	20000 · Accounts Paya...		104.67	X		40,308.44

Glenn County Resource Conservation District

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/20/2016	3951	Cardmember Service	UMPQUA Visa	Acct: 4798 510...	1,654.53	X		38,653.91
12/20/2016	3952	Express Services, Inc.	20000 · Accounts Paya...	Invoice #18253...	108.60	X		38,545.31
12/20/2016	3953	Stratti	20000 · Accounts Paya...	One Month Vi...	10.00	X		38,535.31
12/23/2016			12000 · Undeposited F...	Deposit		X	600.00	39,135.31
12/23/2016			12000 · Undeposited F...	Deposit		X	150.00	39,285.31
12/30/2016	3787	Kandi E. Manhart	66000 · Payroll Expens...		4,184.04	X		35,101.27
12/30/2016	3788	Ritta M Martin	66000 · Payroll Expens...		2,944.53	X		32,156.74
12/30/2016	3786	Greg G Baker	66000 · Payroll Expens...		1,346.97			30,809.77
01/06/2017			12000 · Undeposited F...	Deposit		X	1,000.00	31,809.77
01/12/2017			12000 · Undeposited F...	Deposit		X	13,883.57	45,693.34
01/13/2017	EFTPS	IRS	66000 · Payroll Expens...	IRS payroll taxes	3,112.48	X		42,580.86
01/13/2017	EFT	EDD	66000 · Payroll Expens...	EDD payroll ta...	503.01	X		42,077.85
01/18/2017			-split- Undeposited Funds Undeposited Funds	Deposit		X	11,013.40 11,003.40 10.00	53,091.25
01/20/2017	3954	Comcast	20000 · Accounts Paya...	8155 60 029 02...	174.87	X		52,916.38
01/20/2017	3955	Express Services, Inc.	20000 · Accounts Paya...		950.26	X		51,966.12
01/20/2017	3956	Farrell Design Group	20000 · Accounts Paya...	Invoice #1745 ...	640.00	X		51,326.12
01/20/2017	3957	Golden State Risk M...	20000 · Accounts Paya...	GCRC D 7/1/20...	1,915.03	X		49,411.09
01/20/2017	3958	Kampschmidt Payrol...	20000 · Accounts Paya...	Invoice 2016-9...	51.00	X		49,360.09
01/20/2017	3959	Office Depot	20000 · Accounts Paya...	Invoice #88823...	137.16	X		49,222.93

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/20/2017	3960	Stratti	20000 · Accounts Paya...		20.00	X		49,202.93
01/20/2017	3961	U.S. Bank Equipmen...	20000 · Accounts Paya...	Invoice #32073...	954.63	X		48,248.30
01/20/2017	3962	Office Depot	20000 · Accounts Paya...	Invoice #88743...	82.65	X		48,165.65
01/20/2017	3963	Stratti	20000 · Accounts Paya...	Invoice #27300...	10.00	X		48,155.65
01/20/2017	3965	Cardmember Service	UMPQUA Visa	Acct: 4798 510...	1,058.24	X		47,097.41
01/23/2017	3964	Golden State Risk M...	20000 · Accounts Paya...	VOID: GCRC...		X		47,097.41
01/27/2017	3966	Express Services, Inc.	20000 · Accounts Paya...	Invoice #18409...	217.20			46,880.21
01/31/2017	EFT	State Board of Equali...	25500 · Sales Tax Paya...	Gross Sales \$8...	64.00			46,816.21
01/31/2017			12000 · Undeposited F...	Deposit		X	2,828.12	49,644.33
01/31/2017	3790	Kandi E. Manhart	66000 · Payroll Expens...		4,193.81			45,450.52
01/31/2017	3789	Greg G Baker	66000 · Payroll Expens...		722.35			44,728.17
01/31/2017	3970	Ritta M Martin	66000 · Payroll Expens...		2,459.09			42,269.08
02/06/2017			12000 · Undeposited F...	Deposit			13,918.52	56,187.60
02/07/2017	3967	Comcast	20000 · Accounts Paya...	8155 60 029 02...	176.88			56,010.72
02/07/2017	3968	Express Services, Inc.	20000 · Accounts Paya...		434.40			55,576.32
02/07/2017	3969	Kampschmidt Payrol...	20000 · Accounts Paya...		145.00			55,431.32
02/07/2017	3991	U.S. Bank Equipmen...	20000 · Accounts Paya...	VOID: Invoice ...		X		55,431.32
02/07/2017	3992	U.S. Bank Equipmen...	20000 · Accounts Paya...	Invoice #32279...	1,278.04			54,153.28
02/15/2017	EFT	EDD	66000 · Payroll Expens...	BDD payroll ta...	1,072.02			53,081.26
02/15/2017	EFTPS	IRS	66000 · Payroll Expens...	IRS payroll taxes	2,745.08			50,336.18

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/16/2017			12000 · Undeposited F...	Deposit			1,925.00	52,261.18
02/17/2017	4000	Elk Creek FFA	20000 · Accounts Paya...	5 Wildlife Esca...	150.00			52,111.18
02/22/2017	3993	Express Services, Inc.	20000 · Accounts Paya...	Invoice #18489...	289.60			51,821.58
02/22/2017	3994	Glenn County Fair	20000 · Accounts Paya...	Invoice #0096 ...	1,100.00			50,721.58
02/22/2017	3995	Kandi Manhart	20000 · Accounts Paya...	Mileage Jan 20...	200.09			50,521.49
02/22/2017	3996	Ritta Martin	20000 · Accounts Paya...	Mileage Jan 20...	73.83			50,447.66
02/22/2017	3997	Stratti	20000 · Accounts Paya...	Invoice #27895...	10.00			50,437.66
02/22/2017	3998	Kandi Manhart - PE...	Petty Cash	Reimbursement...	109.97			50,327.69
02/22/2017	3999	Cardmember Service	UMPQUA Visa	Acct: 4798 510...	321.43			50,006.26
02/22/2017	4001	Express Services, Inc.	20000 · Accounts Paya...	Invoice #18512...	217.20			49,789.06
02/28/2017	3973	Kandi E. Manhart	66000 · Payroll Expens...		4,193.80			45,595.26
02/28/2017	3974	Ritta M Martin	66000 · Payroll Expens...		2,911.11			42,684.15
02/28/2017	3972	Greg G Baker	66000 · Payroll Expens...		1,813.93			40,870.22
03/06/2017			12000 · Undeposited F...	Deposit			15,682.80	56,553.02
03/06/2017			-split-	Deposit			1,679.50	58,232.52
			Undeposited Funds				1,452.00	
			Undeposited Funds				227.50	
03/06/2017			12000 · Undeposited F...	Deposit			321.00	58,553.52
03/09/2017	4002	U.S. Bank Equipmen...	20000 · Accounts Paya...	Invoice #32512...	364.10			58,189.42
03/09/2017	4003	Comcast	20000 · Accounts Paya...	8155 60 029 02...	176.88			58,012.54
03/09/2017	4004	Express Services, Inc.	20000 · Accounts Paya...		434.40			57,578.14

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<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
03/09/2017	4005	Kampschmidt Payrol...	20000 · Accounts Paya...	Invoice 2017-2...	51.00			57,527.14
03/09/2017	4006	Office Depot	20000 · Accounts Paya...		97.74			57,429.40
03/09/2017	4007	Stratti	20000 · Accounts Paya...		1,339.00			56,090.40
03/09/2017	QTR Tra...	Administration - Gle...	20000 · Accounts Paya...	QTR Transfer t...			5,000.00	61,090.40
03/09/2017	4008	Glenn County RCD	20000 · Accounts Paya...	Transfer to Sav...	5,000.00			56,090.40