



***Officers & Directors:***

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

***Associate-Directors:***

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

***Staff:***

Kandi Manhart, Executive Officer ~ Ritta Martin, Program Coordinator

**Meeting Minutes**

**Date:** Monday, July 17, 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 Brian Lohse.

**DIRECTORS ABSENT:** Craig Knight, Mike Landini and Victor Silveira.

**ASSOCIATE DIRECTORS PRESENT:** Mike Yalow.

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

**OTHERS PRESENT:** Betsy Karle, UCCE; Lauren Carly, Glenn County Rangeland Association; Ann Carlson and Punky Moore, US Forest Service; Tiffany Montre, Community; Rob Vlach, Natural Resources Conservation Service (NRCS); Kandi Manhart and Ritta Martin, RCD Staff.

**I. CALL TO ORDER, WELCOME & INTRODUCTIONS**

Acting President/Vice President Goedhart called the meeting to order at 1:05 PM. Welcome and introductions ensued.

**II. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance ensued.

Acting President/Vice President Goedhart requested an emergency action item be placed on the agenda due to an immediate operations action needed. Discussion ensued.

ACTION: Approve adding Brian Lohse, new GCRCD Director, to UMPQUA Bank signature card.  
MOTION: Roundy  
SECOND: Giachino  
AYES: Roundy, Giachino, Goedhart, Lohse  
NOES: None  
ABSTENSIONS: None  
RE-CUSED: None  
ABSENT: Knight, Landini, Silveira

**III. PUBLIC COMMENT (limit 5 minutes):**

None.

**IV. CONSENT CALENDAR - ACTION**

- A. Approve RCD special meeting minutes for March 14, 2017**
- B. Approve RCD meeting minutes for May 15, 2017**
- C. Approve RCD Financial/Budget Committee meeting minutes for June 28, 2017**
- D. Approve Agreement with NRCS, September 30, 2017-2019 in the amount of \$75,000, with 10% Indirect Cost Fee**
- E. Approve FY July 1, 2017 – June 30, 2018 Budget**
- F. Approve RCD monthly financial reports and cash disbursements journal**

Acting President/Vice President Goedhart entertained a motion to approve Consent Calendar.

ACTION: Approve as presented, items A.-F.  
MOTION: Roundy  
SECOND: Giachino  
AYES: Roundy, Giachino, Goedhart, Lohse  
NOES: None  
ABSTENSIONS: None  
RE-CUSED: None  
ABSENT: Knight, Landini, Silveira

Acting President/Vice President Goedhart entertained a motion to approve adding Brian Lohse, new GCRCD Director, to UMPQUA Bank signature card.

ACTION: Approve adding Brian Lohse, new GCRCD Director, to UMPQUA Bank signature card.  
MOTION: Roundy  
SECOND: Giachino  
AYES: Roundy, Giachino, Goedhart, Lohse  
NOES: None  
ABSTENSIONS: None  
RE-CUSED: None  
ABSENT: Knight, Landini, Silveira

**V. SPECIAL PRESENTATION:**

**FOREST SERVICE – MENDOCINO NATIONAL FOREST ACTIVITIES & PROJECTS BY ANN CARLSON, MENDOCINO NATIONAL FOREST SUPERVISOR**

Manhart introduced Carlson. Presentation ensued.

**VI. A. Election of FY 2017-2018 Officers**

***President, Vice President, Secretary, Treasurer***

Acting President/Vice President Goedhart opened Nominations. The following were nominations:

President – Gilbert Goedhart, Director  
Vice President – Bruce Roundy, Director  
Treasurer – Brian Lohse, Director

Secretary – Kandi Manhart, Executive Officer  
Acting President/Vice President Goedhart closed Nominations. FY 2017-2018 Officers approved per nominations and by consensus of the Board.

## VII. RCD REPORTS

### A. Directors and Associate-Directors

Directors reported on meeting attendance and various matters.

### B. Executive Officer

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

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

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

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

Carly – *Rangeland Association* – Reported on programs and various partner updates.

## IX. ANNUAL PLANS

### A. Review FY 2016-2017 Annual Plan Accomplishments

No discussion. Manhart will be working on an annual report.

### B. Discussion and possible action to approve FY 2017-2018 Annual Plan

Manhart presented DRAFT FY 2017-2018 Annual Plan. Discussion ensued. This item will be discussed at the next RCD Meeting.

President Goedhart entertained a motion to approve FY 2017-2018 Annual Plan.

ACTION: Approve FY 2017-2018 Annual Plan as presented.

MOTION: Giachino

SECOND: Roundy

AYES: Giachino, Roundy, Goedhart, Lohse

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Knight, Landini, Silveira

### C. Policies Committee Report – None at this time

## S. RCD PROJECTS & PROGRAMS UPDATE

### A. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart provided update.

### B. Soil Health

#### 1. Special Event: Gabe Brown in 2-years

Manhart provided update. It was suggested Gabe Brown visit the end of February/ beginning of March 2018 if he available to come to California, Glenn County.

### C. CWPP: Highway 162 Fuel Break

Manhart provided update.

### D. CWPP: County Road 306 Fuel Break

Manhart provided update.

### E. RCD *Connects with Kids*

Manhart provided update on the below agenda items.

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

#### 2. High School Speak-Off Contest: Topic “How can RCDs better involve their communities in conservation?” – September 18

3. **Natural Resources & Range Camp Scholarships for High School Students - 2018**
4. **Nesting Habitat Products: Bat, Owl, Song Bird and Wood Duck**
5. **Wildlife Escape Ramps for Livestock Troughs**
6. **Pathways to Nature at Vogt Ranch, Elk Creek**
7. **Glenn County Fairgrounds - update Watershed Mural/Native Plant Garden**

**F. CARCD/DOC Financial Assistance Program Funding – Capacity Building**

Manhart provided update.

**G. NEW and/or other projects & programs**

**1. CARCD's Irrigation Evaluations, Technical Assistance and Outreach to Support the SWEEP Assistance Program – Glenn County RCD**

Manhart reported agreement between CARCD and state still pending.

**2. Discussion and possible action to enter in an Memorandum of Understanding (MOU) with Glenn County Rangeland Association for Secretary/Treasurer Services**

Manhart and Martin presented. Carly contributed to the potential partnership and its benefits. Discussion ensued.

President Goedhart entertained a motion to approve MOU with Glenn County Rangeland Association.

ACTION: Approve MOU as presented.

MOTION: Lohse

SECOND: Roundy

AYES: Giachino, Roundy, Goedhart, Lohse

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Knight, Landini, Silveira

**3. Others**

**-CDFA Accepting Applications for Grants to Provide Workshops and Technical Assistance for Farmers Participating in the Cap-And-Trade-Funded Healthy Soils Incentives Program**

Manhart presented opportunity and requested input. Discussion ensued. Manhart will submit application by the deadline.

**X. ADJOURNMENT**

President Goedhart adjourned the meeting at 3:35 PM.

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

Attested by,



**Gilbert Goedhart, President**



**Kandi Manhart, Secretary**

**Items Attached:**

Cash disbursements journal

Glenn County Resource Conservation District

7/12/2017 4:38 PM

Register: UMPQUA Checking

From 05/16/2017 through 07/17/2017

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/16/2017	4037	Cardmember Service	UMPQUA Visa	Acct: 4798 510...	1,224.84	X		28,895.56
05/19/2017			12000 · Undeposited F...	Deposit		X	750.00	29,645.56
05/19/2017			12000 · Undeposited F...	Deposit		X	30.00	29,675.56
05/26/2017	4038	Express Services, Inc.	20000 · Accounts Paya...		217.20	X		29,458.36
05/31/2017	3982	Kandi E. Manhart	66000 · Payroll Expens...		4,193.80	X		25,264.56
05/31/2017	3983	Ritta M Martin	66000 · Payroll Expens...		2,736.56	X		22,528.00
05/31/2017	3981	Greg G Baker	66000 · Payroll Expens...		2,157.52	X		20,370.48
06/02/2017			12000 · Undeposited F...	Deposit		X	771.12	21,141.60
06/02/2017			12000 · Undeposited F...	Deposit		X	244.50	21,386.10
06/02/2017			12000 · Undeposited F...	Deposit		X	11,970.90	33,357.00
06/09/2017			12000 · Undeposited F...	Deposit		X	11,974.40	45,331.40
06/12/2017			12000 · Undeposited F...	Deposit		X	250.00	45,581.40
06/12/2017			12000 · Undeposited F...	Deposit		X	5.00	45,586.40
06/15/2017	EFT	EDD	66000 · Payroll Expens...	EDD payroll ta...	513.54	X		45,072.86
06/15/2017	EFTPS	IRS	66000 · Payroll Expens...	IRS payroll taxes	3,276.30	X		41,796.56
06/15/2017	4039	Comcast	20000 · Accounts Paya...	8155 60 029 02...	177.00	X		41,619.56
06/15/2017	4041	Express Services, Inc.	20000 · Accounts Paya...		325.80	X		41,293.76
06/15/2017	4042	Kampschmidt Payrol...	20000 · Accounts Paya...		86.00			41,207.76
06/15/2017	4043	Kandi Manhart	20000 · Accounts Paya...	Mileage 5/16-6...	508.79	X		40,698.97
06/15/2017	4044	Office Depot	20000 · Accounts Paya...		171.04	X		40,527.93
06/15/2017	4045	Postmaster	20000 · Accounts Paya...	PI #132 - USP...	225.00	X		40,302.93
06/15/2017	4046	Ritta Martin	20000 · Accounts Paya...	Mileage 5/24/2...	24.61	X		40,278.32
06/15/2017	4047	Stratti	20000 · Accounts Paya...	2017 Maintena...	453.00	X		39,825.32
06/15/2017	4048	U.S. Bank Equipmen...	20000 · Accounts Paya...	Invoice #33165...	366.09	X		39,459.23
06/15/2017	4040	Willows FFA - Woo...	20000 · Accounts Paya...	One Owl Box ...	35.00			39,424.23
06/26/2017			12000 · Undeposited F...	NRCS Soil He...		X	21,344.16	60,768.39
06/28/2017	4049	Cardmember Service	UMPQUA Visa	Acct: 4798 510...	346.05			60,422.34
06/28/2017	4050	Express Services, Inc.	20000 · Accounts Paya...	Invoice #19033...	325.80			60,096.54
06/28/2017	4052	Kandi Manhart - PE...	Petty Cash	Reimbursement...	97.34	X		59,999.20
06/28/2017	4053	Kandi Manhart	20000 · Accounts Paya...	Mileage 6/26-3...	126.26	X		59,872.94
06/28/2017	4054	RCD of Tehama Cou...	20000 · Accounts Paya...	Invoice #1888-...	2,280.00			57,592.94
06/28/2017	4055	Express Services, Inc.	20000 · Accounts Paya...	Invoice #19066...	325.80			57,267.14
06/28/2017			12000 · Undeposited F...	Deposit		X	1,330.76	58,597.90
06/28/2017			12000 · Undeposited F...	Deposit		X	214.50	58,812.40
06/29/2017			46400 · Other Types of...	Kandi - mileag...		X	31.62	58,844.02
06/30/2017	3984	Greg G Baker	66000 · Payroll Expens...	VOID: GJE, R...		X		58,844.02
06/30/2017	3987	Greg G Baker	66000 · Payroll Expens...	FINAL PAY P...	2,690.28			56,153.74
06/30/2017	3985	Kandi E. Manhart	66000 · Payroll Expens...		4,193.81			51,959.93
06/30/2017	3986	Ritta M Martin	66000 · Payroll Expens...		1,629.50			50,330.43
06/30/2017	6-28-17 ...	Administration - Gle...	20000 · Accounts Paya...	QTR Transfer t...			5,000.00	55,330.43

Glenn County Resource Conservation District

7/12/2017 4:38 PM

Register: UMPQUA Checking

From 05/16/2017 through 07/17/2017

Sorted by: Date and Order Entered

<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>
06/30/2017	4059	Glenn County RCD	20000 · Accounts Paya...	QTR Transfer t...	5,000.00			50,330.43
07/01/2017	4051	Golden State Risk M...	20000 · Accounts Paya...	GCRCRD 7/1/20...	5,997.00			44,333.43
07/05/2017	4056	Comcast	20000 · Accounts Paya...	8155 60 029 02...	177.01			44,156.42
07/05/2017	4057	U.S. Bank Equipmen...	20000 · Accounts Paya...	Invoice #33390...	499.63			43,656.79
07/05/2017	4058	Express Services, Inc.	20000 · Accounts Paya...	Invoice #19101...	126.70			43,530.09
07/10/2017			12000 · Undeposited F...	Deposit			1,452.00	44,982.09
07/10/2017			12000 · Undeposited F...	Deposit			1,007.55	45,989.64
07/10/2017			12000 · Undeposited F...	Deposit			657.52	46,647.16
07/10/2017			12000 · Undeposited F...	Deposit			11,111.40	57,758.56
07/10/2017	4060	Stratti	20000 · Accounts Paya...	2017 Maintena...	453.00			57,305.56
07/10/2017	4061	Kampschmidt Payrol...	20000 · Accounts Paya...	Invoice #2017-...	96.00			57,209.56
07/12/2017	4062	Express Services, Inc.	20000 · Accounts Paya...	Invoice # 1913...	108.60			57,100.96
07/14/2017	EFT	EDD	66000 · Payroll Expens...	EDD payroll ta...	504.94			56,596.02
07/14/2017	EFTPS	IRS	66000 · Payroll Expens...	IRS payroll taxes	3,088.76			53,507.26