



# GLENN COUNTY

## RESOURCE CONSERVATION DISTRICT

BOARD OF DIRECTORS	ASSOCIATE-DIRECTORS	STAFF	
Gilbert Goedhart, President	Kathy Landini	Kandi Manhart-Belding	Martin Spannaus
Bruce Roundy, Vice President	Mike Yalow	Executive Officer	Fuels Reduction & Fire
Brian Lohse, Treasurer		Kellie Wilson-Burt	Prevention Education
Jocelyn Anderson		Program Specialist	Greg Conant
Craig Knight ... Mike Landini		Ritta Martin	Forest Health Program
John Whitney		Finance Officer	Specialist

### MEETING MINUTES

**Date:** Monday, October 17, 2022

**Time:** 1 PM to 3 PM

**Location:** Glenn County Farm Bureau, 831 5<sup>th</sup> Street, Orland, CA 95963

**DIRECTORS PRESENT:** Gilbert Goedhart, President; Bruce Roundy, Vice President; Brian Lohse, Treasurer; Craig Knight

**DIRECTORS ABSENT:** Jocelyn Anderson, Mike Landini and John Whitney

**ASSOCIATE DIRECTORS PRESENT:** None

**ASSOCIATE DIRECTORS ABSENT:** Kathy Landini, Mike Yalow

**OTHERS PRESENT:** Lisa Humphreys, Farm Bureau; Betsy Karle and Curt Pierce, UCCE; Ian Ledbetter, Glenn County Air Pollution Control District; Kristin Guy, NRCS; Kandi Manhart-Belding, Ritta Martin, Kellie Wilson-Burt, Greg Conant, and Martin Spannaus, RCD Staff.

#### I--CALL TO ORDER

President Goedhart called the meeting to order at 1:02 PM.

#### II--PLEDGE OF ALLEGIANCE

Ensued.

#### III--WELCOME, INTRODUCTIONS & OFFICIAL ROLL CALL

President Goedhart welcomed and asked for introductions of attendees.

**IV--PUBLIC COMMENT (limit 5 minutes):** Any person wishing to address the Board on items not on the agenda may do so at this time. The Board will not make decisions or determinations on items brought up during Public Comment.  
None.

**\*ACTION**

**V--CONSENT CALENDAR**

- A. \*Approve RCD meeting minutes for August 15, 2022
- B. \*Approve Amendment #1 to Professional Services Agreement with Cook Construction And Engineering Partnership for the Agreement #5GG20127, Stony Gorge Hazardous Fuels Reduction Project
- C. \*Approve Amendment #1 to MOU-Scope of Work DOC-RCD of TC #3020-1008 – SOW #2 for the Regional Forest and Fire Capacity Grant Program (Equipment)
- D. \*Approve Agreement with Kelly A. Kampschmidt Payroll and Accounting Services for Payroll Services

President Goedhart entertained a motion to approve Consent Calendar agenda items.

ACTION: Approve as presented.

MOTION: Roundy

SECOND: Lohse

AYES: Roundy, Lohse, Goedhart, Knight

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Anderson, Landini, Whitney

**VI--PARTNER REPORTS** *(limit 5 minutes each, unless previously scheduled)*

Ledbetter – *Air Pollution – Glenn County* – Reported on programs and various partner updates.

Karle / Pierce – *UCCE* – Reported on programs and various matters.

Lisa Humphreys – *Farm Bureau* – Reported on programs and various partner updates.

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

**VII--RCD REPORTS**

**A. Directors and Associate-Directors**

- 1. AB 1234 and AB 1825 Required Trainings Update
- 2. CARCD Voting Delegate / CARCD Business Meeting December 8, 5-7 PM

Ensued. Reports provided.

**B. Executive Officer**

- 1. General Plan Advisory Committee (GPAC) Update
- 2. Drought Task Force Committee Update

Manhart-Belding provided update.

**VIII--POLICIES**

- \*ACTION A. \*Discussion and possible action to approve Vehicle Use Policy
- \*ACTION B. \*Discussion and possible action to approve Driver Training and Record Review Policy
- \*ACTION C. \*Discussion and possible action to approve Field Safety Policy

- \*ACTION** D. **\*Discussion and possible action to approve Records Retention Policy**  
E. **\*Discussion and possible action to approve Credit Card Usage Policy Update**  
Manhart-Belding provided report on agenda items; she noted she worked with the Policies Committee prior to the meeting. Discussion ensued. President Goedhart entertained a motion to approve named policies.

ACTION: Approve all policies named above as presented.

MOTION: Knight

SECOND: Lohse

AYES: Knight, Lohse, Goedhart, Roundy

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Anderson, Landini, Whitney

#### **IX--FINANCIAL/BUDGET REPORT**

- \*ACTION** A. **\*Discussion and possible action to accept the following reports:**  
1. **UMPQUA Bank Statements and Reconciliations**  
2. **Balance Sheet**

Lohse provided report on agenda item. Discussion ensued. President Goedhart entertained a motion to accept named reports.

ACTION: Accept as presented.

MOTION: Knight

SECOND: Roundy

AYES: Knight, Roundy, Lohse, Goedhart

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Anderson, Landini, Whitney

- \*ACTION** B. **\*Discussion and possible action to approve RCD Cash Disbursement Journal (Check Detail Register since previous RCD Meeting)**

Lohse provided report on agenda item. Discussion ensued. President Goedhart entertained a motion to approve named report.

ACTION: Approve as presented.

MOTION: Roundy

SECOND: Knight

AYES: Roundy, Knight, Lohse, Goedhart

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Anderson, Landini, Whitney

- \*ACTION** C. **\*Discussion and possible action to accept Financial Statements together with Independent Auditor's Report for the Year Ended June 30, 2022 by Smith & Newell, CPAs**

Lohse provided report on agenda item. Discussion ensued. President

Goedhart entertained a motion to accept named report.

**ACTION:** Accept as presented.

**MOTION:** Knight

**SECOND:** Lohse

**AYES:** Knight, Lohse, Roundy, Goedhart

**NOES:** None

**ABSTENSIONS:** None

**RE-CUSED:** None

**ABSENT:** Anderson, Landini, Whitney

**\*ACTION D. \*Discussion and possible action to authorize President to add additional users to UMPQUA Business Credit Card for current staff vehicle purchases/maintenance**

Lohse and Manhart provided report on agenda item. Discussion ensued. President Goedhart entertained a motion to accept named report with limitation of \$5,000.00 per discussion.

**ACTION:** Approve as presented with a limitation of \$5,000.00.

**MOTION:** Lohse

**SECOND:** Knight

**AYES:** Lohse, Knight, Roundy, Goedhart

**NOES:** None

**ABSTENSIONS:** None

**RE-CUSED:** None

**ABSENT:** Anderson, Landini, Whitney

**X--RCD PROJECTS & PROGRAMS UPDATE**

- ✓ **Healthy Soils Program (HSP) and Demonstration Project**
- ✓ **State Water Efficiency and Enhancement Program (SWEEP)**
- ✓ **Fuels Reduction and Fire Prevention Program**
- ✓ **Colusa Glenn Subwatershed Program – *Helping growers meet the Irrigated Lands Regulatory Program***
- ✓ **Sacramento Valley Region of RCDs (Secretary/Treasurer)**

Manhart-Belding and staff provided updates.

**Sponsored Programs – RCD *Connects with Kids***

- ✓ **Speak-Off Contest – 2022 Topic "How does the long-term California drought affect your region and what can local Resource Conservation Districts do to help?"**

Manhart-Belding and staff provided updates. It was noted that Gabrielle Brock had advanced to participate in the Sacramento Valley Region of RCDs contest.

**Future**

**Discussion on potential projects and programs**

Ensued.

**XI--ANNUAL PLAN AND LONG RANGE PLAN UPDATE**

**A. FY 2022-2023 Annual Plan Quarterly Update**

**B. Long Range Planning for Years 2023-2028 – Update on survey progress**

Manhart-Belding provided update.

**XII--CLOSED SESSION PER RALPH M BROWN ACT, SECTION 54954.2**

**A. Executive Officer Annual Evaluation**

**XIII--REPORT FROM CLOSED SESSION**

Personnel Committee Chair. Bruce Roundy reported Closed Session ensued and reported out.

**XIV--ADJOURNMENT**

President Goedhart adjourned the meeting at 3:06 PM.

Approved on January 23, 2023 by the Glenn County Resource Conservation District Board.

Attested by,

  
Gilbert Goedhart, President

  
Kandi Manhart-Belding, Secretary

Items Attached: Cash disbursements journal