



GLENN COUNTY

RESOURCE CONSERVATION DISTRICT

BOARD OF DIRECTORS

Gilbert Goedhart, President
Bruce Roundy, Vice President
Brian Lohse, Treasurer
Jocelyn Anderson ... Jim Giachino
Craig Knight ... Mike Landini

ASSOCIATE-DIRECTORS

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

STAFF

Kandi Manhart
Executive Officer
...
Martin Spannaus
Fuels Reduction & Fire
Prevention Education
Ritta Martin
Program Coordinator
...
Melina Watts
Program Coordinator
/ Soil Health

MEETING MINUTES

Date: Monday, April 15, 2019

Time: 1 PM to 3 PM

Location: USDA Service Center, 132 North Enright Avenue, Suite C, Willows, CA 95988

DIRECTORS PRESENT: Gilbert Goedhart, President; Bruce Roundy; Jocelyn Anderson, Jim Giachino, and Craig Knight.

DIRECTORS ABSENT: Vice President; Brian Lohse, Treasurer, and Mike Landini.

ASSOCIATE DIRECTORS PRESENT:

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

OTHERS PRESENT: Supervisor Paul Barr; Punky Moore, US Forest Service; Rob Vlach, Natural Resources Conservation Service (NRCS); Kandi Manhart, Ritta Martin, and Martin Spannaus, RCD Staff.

I--CALL TO ORDER

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

II--PLEDGE OF ALLEGIANCE

Pledge of Allegiance ensued.

III--WELCOME & INTRODUCTIONS

President Goedhart provided welcome and introductions ensued.

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.

V--CONSENT CALENDAR

A. *Approve RCD meeting minutes for March 18, 2019

President Goedhart entertained a motion to approve Consent Calendar agenda item A.

***ACTION**

ACTION: Approve as presented.

MOTION: Knight

SECOND: Giachino

AYES: Knight, Giachino, Goedhart, Anderson

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Landini, Lohse, Roundy

VI--RCD REPORTS

A. Directors and Associate-Directors

Roundy entered the meeting.

Directors reported on various items.

B. Executive Officer

1. Sacramento Valley Durable Collaboration Update

Manhart provided verbal update and reported on various items.

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

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

CSP deadline is May 10. EQIP deadline is May 17.

Moore – *US Forest Service* – Reported on programs and various partner updates; it was noted Spannaus has an interest and may be a good candidate for the RAC.

Barr – *Board of Supervisor Liaison to RCD* – Reported on programs and various partner updates.

VIII--FINANCIAL/BUDGET REPORT

A. *Discussion and possible action to accept the following reports:

1. UMPQUA Bank Statements and Reconciliations

2. Balance Sheet

3. Actuals vs. Budget

Martin provided report; she noted there is no Actuals vs. Budget report for this meeting. Discussion ensued. President Goedhart entertained a motion to accept named reports.

***ACTION**

ACTION: Accept as presented.

MOTION: Roundy

SECOND: Giachino
AYES: Roundy, Giachino, Anderson, Knight, Goedhart
NOES: None
ABSTENSIONS: None
RE-CUSED: None
ABSENT: Landini, Lohse

B. *Discussion and possible action to approve RCD Cash Disbursement Journal (Check Detail Register since previous RCD Meeting)
President Goedhart entertained a motion to approve named report.

***ACTION** ACTION: Approve as presented.
MOTION: Knight
SECOND: Roundy
AYES: Knight, Roundy, Giachino, Anderson, Goedhart
NOES: None
ABSTENSIONS: None
RE-CUSED: None
ABSENT: Landini, Lohse

C. *Discussion and possible action to update signature card with UMPQUA Bank to include current Directors as appointed by the Board of Supervisors
Manhart requested the Board update signature card with UMPQUA Bank. Discussion ensued. President Goedhart entertained a motion to update UMPQUA Bank Signature with current Directors as appointed by the Board of Supervisors.

***ACTION** ACTION: Approve update of UMPQUA Bank Signature card with the following current, Directors: Gilbert Goedhart, Bruce Roundy, Brian Lohse, James Giachino, Craig Knight, Mike Landini, Jocelyn Anderson.
MOTION: Roundy
SECOND: Giachino
AYES: Roundy, Giachino, Anderson, Knight, Goedhart
NOES: None
ABSTENSIONS: None
RE-CUSED: None
ABSENT: Landini, Lohse

IX--RCD PROJECTS & PROGRAMS UPDATE

Fee-For-Service Partnerships

A. Colusa Glenn Subwatershed Program - Outreach and Education Services
Manhart provided update.

B. Glenn County Rangeland Association - Secretary/Treasurer Services
Martin provided update.

Federal Agreements

A. USDA NRCS Cooperative Agreement - Soil Health

Manhart provided update.

State Agreements

A. DOC Financial Assistance Program - Capacity Building - Final Report Submitted

Manhart provided update.

B. CAL FIRE #5GG17226 - Glenn County Highway 162 and County Road 306 Fuel Breaks

Manhart and Spannaus provided update.

C. CAL FIRE #5GG17227 - Glenn County Community Wildfire Protection Plan Update for Community Protection Projects

Manhart and Spannaus provided update.

D. CAL FIRE #5GG17228 - Tehama-Glenn Fire Safe Council Fire Prevention Education Program

Manhart and Spannaus provided update.

E. CDFA Technical Assistance for HSP, SWEEP, AMMP

Manhart provided update.

Sponsored Programs

A. RCD *Connects with Kids*

1. Glenn County Agriculture + Conservation Education Committee

No discussion on committee. Martin noted she judged the STEM contest and chose the RCD Award went to a student who built an owl box.

2. Nesting Habitat Products: Bat, Owl, Song Bird and Wood Duck for Sale

Manhart provided update.

3. Wildlife Escape Ramps for Livestock Troughs for Sale

Manhart provided update.

4. Natural Resources & Range Camp – Applications Due April 12th!

Manhart provided update; one application was received.

5. 5K/10K Fundraiser Review - “Run Your Tail Off... through the Watershed” Trail Run/Walk - Buckhorn Recreation Area, Black Butte Lake - April 13th!

Manhart and Martin provided update. Discussion ensued.

Other Agreements

A. CARCD’s Irrigation Evaluations, Technical Assistance and Outreach to Support SWEEP Assistance Program - Glenn County RCD

1. *Discussion and possible action to approve MOU Scope of Work #GC2018-004 with RCD of Tehama County

Manhart provided update; this collaboration would assist the RCD in completing its grant agreement deliverables with CARCD – 2 Mobile Irrigation Evaluations for \$4,000. President Goedhart entertained a motion to approve MOU SOW #GC2018-004.

***ACTION** ACTION: Approve as presented.
MOTION: Roundy
SECOND: Anderson
AYES: Roundy, Anderson, Giachino, Knight, Goedhart
NOES: None
ABSTENSIONS: None
RE-CUSED: None
ABSENT: Landini, Lohse

B. NACD Technical Assistance - Civil Engineering Technician Position
C. CFSC Glenn County Fire Prevention Education + CWPP Update
Manhart and Martin provided update.

Future

A. Discussion on potential projects and programs – New Grant Application Opportunities

Manhart encouraged the audience to send ideas to her or staff. She noted she submitted a CDFA Noxious Weed Management Grant Application which would create a partnership with the County of Glenn, Department of Agriculture to rid Perennial Pepperweed in Glenn County.

X--MISC

A. DRAFT Glenn County RCD Annual Report – Continued review
Manhart report it is a work in progress.

B. Annual Plan QTR Update – January, February, March 2019
No discussion.

C. Discussion on Adopt-A-Highway, east of Willows on HWY 162
Manhart reported on required commitments and is exploring partnership opportunities with other agencies.

D. County General Plan

1. *Discussion and possible action to request Advisory Committee (GPAC) Participation on behalf of GCRCD
President Goedhart led the discussion. Discussion ensued.

***ACTION** ACTION: Submit application for Kandi Manhart to act as RCD Representative and Gilbert Goedhart as RCD Alternate Representative
MOTION: Roundy
SECOND: Anderson
AYES: Roundy, Anderson, Giachino, Knight, Goedhart
NOES: None
ABSTENSIONS: None
RE-CUSED: None
ABSENT: Landini, Lohse

XI—ADJOURNMENT

President Goedhart adjourned the meeting at 3:06 PM.

Approved on June 17, 2019 by the Glenn County Resource Conservation District Board.

Attested by,



Gilbert Goedhart, President



Kandi Manhart, Secretary

Items Attached: Cash disbursements journal

11:11 AM
04/12/19

Glenn County Resource Conservation District
Check Detail_Memo added
March 19 through April 15, 2019

VIII - B

Date	Num	Name	Memo	Account	Paid Amount	Original Amount
03/19/2019		Cash	Parking - CGSP DMT Meeting...	Petty Cash		-6.00
		Colusa Glenn Subwatershed Program	Parking - CGSP DMT Meeting ...	68320 · Travel	-6.00	6.00
TOTAL					-6.00	6.00
03/20/2019		County of Glenn - Agriculture Department	Encroachment permit for Co...	Petty Cash		-40.50
		CAL FIRE:1016 Fuel Breaks (19-22)	Encroachment permit for CoRd ...	60500 · Certificates/Permits	-40.50	40.50
TOTAL					-40.50	40.50
03/25/2019		State Board of Equalization	2018 sale tax: penalty and lat...	UMPQUA Checking		-9.45
		Administration - Glenn County RCD	2018 sale tax: penalty and late f...	65160 · Other Costs	-9.45	9.45
TOTAL					-9.45	9.45
03/28/2019		Cash	Parking - NRSC STAC Meetin...	Petty Cash		-5.00
		Natural Resources Conservation Service:CTA - 0...	Parking - NRSC STAC Meeting ...	68320 · Travel	-5.00	5.00
TOTAL					-5.00	5.00
03/29/2019	4456	Kandi Manhart	MARCH 2019	UMPQUA Checking		-4,664.15
		Administration - Glenn County RCD	MARCH 2019	66400 · Payroll	-2,049.85	2,049.85
		Colusa Glenn Subwatershed Program	MARCH 2019	66400 · Payroll	-1,960.72	1,960.72
		CAL FIRE:1016 Fuel Breaks (19-22)	MARCH 2019	66400 · Payroll	-148.55	148.55
		Natural Resources Conservation Service:CTA - 0...	MARCH 2019	66400 · Payroll	-297.06	297.06
		Fire Safe Council:CWPP 2019-2020	MARCH 2019	66400 · Payroll	-29.71	29.71
		CARCD:CARCD-SWEEP	MARCH 2019	66400 · Payroll	-118.84	118.84
		CAL FIRE:1018 TGFSC Education Program	MARCH 2019	66400 · Payroll	-29.71	29.71
		CAL FIRE:1017 CWPP Update (19-22)	MARCH 2019	66400 · Payroll	-29.71	29.71
TOTAL					-4,664.15	4,664.15
03/29/2019	4457	Melina S Watts	Pay Period: 2/16/2019 - 3/15/2...	UMPQUA Checking		-1,607.27
		Administration - Glenn County RCD	Pay Period: 2/16/2019 - 3/15/20...	66400 · Payroll	-276.53	276.53
		California Dept of Food & Agriculture:CDFA Clim...	Pay Period: 2/16/2019 - 3/15/20...	66400 · Payroll	-138.26	138.26
		CARCD:CARCD-SWEEP	Pay Period: 2/16/2019 - 3/15/20...	66400 · Payroll	-890.04	890.04
		Natural Resources Conservation Service:CTA - 0...	Pay Period: 2/16/2019 - 3/15/20...	66400 · Payroll	-302.44	302.44
TOTAL					-1,607.27	1,607.27
03/29/2019	4458	Ritta M Martin	Pay Period: 2/16/2019 - 3/15/2...	UMPQUA Checking		-2,040.84

11:11 AM
04/12/19

Glenn County Resource Conservation District Check Detail_Memo added March 19 through April 15, 2019

Date	Num	Name	Memo	Account	Paid Amount	Original Amount
		Administration - Glenn County RCD Glenn County Rangeland Association:Secretary/... Fire Safe Council: CWPP 2019-2020 Colusa Glenn Subwatershed Program CAL FIRE:1017 CWPP Update (19-22) CAL FIRE:1018 TGFSC Education Program	Pay Period: 2/16/2019 - 3/15/20... Pay Period: 2/16/2019 - 3/15/20... Pay Period: 2/16/2019 - 3/15/20... Pay Period: 2/16/2019 - 3/15/20... Pay Period: 2/16/2019 - 3/15/20... Pay Period: 2/16/2019 - 3/15/20...	66400 · Payroll 66400 · Payroll 66400 · Payroll 66400 · Payroll 66400 · Payroll 66400 · Payroll	-730.62 -229.39 -217.35 -766.74 -48.37 -48.37	730.62 229.39 217.35 766.74 48.37 48.37
TOTAL					-2,040.84	2,040.84
04/01/2019		Postmaster	CALTRANS encroachment pe...	Petty Cash		-5.10
TOTAL			CAL FIRE:1016 Fuel Breaks (19-22)		-5.10	5.10
04/02/2019	4374	Cardmember Service	Acct: 4798 5100 4701 3293	UMPQUA Checking		-61.20
03/25/2019	Feb 2...	Administration - Glenn County RCD	Feb 2019 VISA statement	UMPQUA Visa	-61.20	61.20
TOTAL					-61.20	61.20
04/02/2019	4375	Colusa County RCD	GC2018-001 (1/16/19 - 3/15/19)	UMPQUA Checking		-2,205.57
03/25/2019		Colusa Glenn Subwatershed Program Colusa Glenn Subwatershed Program Colusa Glenn Subwatershed Program	1/16/19 - 2/15/19 - 26 hours - H... 2/16/19 - 3/15/19 - 29.75 hours ... 1/16/19 - 3/15/19 - Harper milea...	62150 · Outside Contract Ser... 62150 · Outside Contract Ser... 62150 · Outside Contract Ser...	-1,014.00 -1,160.25 -31.32	1,014.00 1,160.25 31.32
TOTAL					-2,205.57	2,205.57
04/02/2019	4376	Comcast	8155 60 029 0209801	UMPQUA Checking		-190.60
03/26/2019		Administration - Glenn County RCD	Internet and Phone/Voice - 4/1/...	65050 · Telephone, Telecom...	-190.60	190.60
TOTAL					-190.60	190.60
04/02/2019	4377	Glenn County Fair	2019 10x10 commercial insid...	UMPQUA Checking		-350.00
04/02/2019	2019 ...	CAL FIRE:1018 TGFSC Education Program	2019 10x10 commercial inside ...	62830 · Building Rental	-350.00	350.00
TOTAL					-350.00	350.00
04/02/2019	4378	Kandi Manhart	March 2019 CGSP mileage	UMPQUA Checking		-215.76
03/25/2019	Marc...	Colusa Glenn Subwatershed Program Colusa Glenn Subwatershed Program	CGSP: SVWQC MAC Meeting (... CGSP: DMT Meeting (Sacrame...	68350 · Mileage 68350 · Mileage	-117.16 -98.60	117.16 98.60
TOTAL					-215.76	215.76

11:11 AM

04/12/19

Glenn County Resource Conservation District

Check Detail_Memo added

March 19 through April 15, 2019

Date	Num	Name	Memo	Account	Paid Amount	Original Amount
04/02/2019	4379	Martin Spannaus	March 2019 mileage - fire/fuel...	UMPQUA Checking		-64.38
04/02/2019	Marc...	CAL FIRE:1016 Fuel Breaks (19-22) CAL FIRE:1016 Fuel Breaks (19-22)	306 & 162 Fuelbreak inspection Willows Fire; public works permit	68350 - Mileage 68350 - Mileage	-62.64 -1.74	62.64 1.74
	TOTAL				-64.38	64.38
04/02/2019	4380	U.S. Bank Equipment Finance	Invoice #380156547	UMPQUA Checking		-348.87
03/11/2019	3801 ...	Administration - Glenn County RCD Administration - Glenn County RCD Administration - Glenn County RCD	Color Copier Contract Agreement B/W Copies CLR Copies	65030 - Color Copier - Contract 65031 - B/W Copies 65032 - CLR Copies	-233.68 -32.98 -82.21	233.68 32.98 82.21
	TOTAL				-348.87	348.87
04/03/2019		Cash	2019 STEM contest - RCD aw...	Petty Cash		-50.00
	TOTAL		2019 STEM contest - RCD award	60320 - Cash Awards and Gr...	-50.00	50.00
	TOTAL				-50.00	50.00
04/12/2019	4381	Kandi Manhart - PETTY CASH	April 12, 2019 petty cash reco...	UMPQUA Checking		-106.60
04/12/2019	April ...	Administration - Glenn County RCD	April 12, 2019 petty cash recon...	Petty Cash	-106.60	106.60
	TOTAL				-106.60	106.60
04/12/2019	4382	Stratti Inc.	monthly billing for April (inv 3...	UMPQUA Checking		-588.00
04/01/2019	33050	Administration - Glenn County RCD	monthly billing for April (inv 330...	65004 - Technical/Computer ...	-588.00	588.00
	TOTAL				-588.00	588.00
04/12/2019	4383	The Powder Room	bathroom rental for 2019 RYTO	UMPQUA Checking		-200.00
04/11/2019	1002	RCD Connects w/ Kids	bathroom rental for 2019 RYTO	42100 - 5K/10K Fundraiser	-200.00	200.00
	TOTAL				-200.00	200.00
04/15/2019	EFTPS	IRS	IRS payroll taxes - March 2019	UMPQUA Checking		-2,763.68
		Administration - Glenn County RCD Colusa Glenn Subwatershed Program CARCD:CARCD-SWEEP Natural Resources Conservation Service:CTA - 0... California Dept of Food & Agriculture:CDFA Clim... Glenn County Rangeland Association:Secretary/...	IRS payroll taxes - March 2019 IRS payroll taxes - March 2019 IRS payroll taxes - March 2019 IRS payroll taxes - March 2019 IRS payroll taxes - March 2019 IRS payroll taxes - March 2019	66500 - Payroll Taxes - Federal 66500 - Payroll Taxes - Federal 66500 - Payroll Taxes - Federal 66500 - Payroll Taxes - Federal 66500 - Payroll Taxes - Federal 66500 - Payroll Taxes - Federal	-1,016.40 -906.83 -335.44 -199.32 -55.85 -76.27	1,016.40 906.83 335.44 199.32 55.85 76.27

11:11 AM
04/12/19

Glenn County Resource Conservation District Check Detail_Memo added March 19 through April 15, 2019

Date	Num	Name	Memo	Account	Paid Amount	Original Amount
		CAL FIRE:1016 Fuel Breaks (19-22)	IRS payroll taxes - March 2019	66500 · Payroll Taxes - Federal	-49.39	49.39
		Fire Safe Council: CWPP 2019-2020	IRS payroll taxes - March 2019	66500 · Payroll Taxes - Federal	-82.14	82.14
		CAL FIRE:1017 CWPP Update (19-22)	IRS payroll taxes - March 2019	66500 · Payroll Taxes - Federal	-16.08	16.08
		CAL FIRE:1018 TGFSC Education Program	IRS payroll taxes - March 2019	66500 · Payroll Taxes - Federal	-25.96	25.96
		TOTAL			-2,763.68	2,763.68
04/15/2019	EFT	EDD	EDD payroll taxes - MARCH 2019	UMPQUA Checking		-571.39
		Administration - Glenn County RCD	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-210.14	210.14
		Colusa Glenn Subwatershed Program	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-187.49	187.49
		CARCD:CARCD-SWEEP	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-69.35	69.35
		Natural Resources Conservation Service:CTA - 0...	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-41.21	41.21
		California Dept of Food & Agriculture:CDFA Clim...	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-11.55	11.55
		Glenn County Rangeland Association:Secretary/...	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-15.77	15.77
		CAL FIRE:1016 Fuel Breaks (19-22)	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-10.21	10.21
		CAL FIRE:1017 CWPP Update (19-22)	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-3.32	3.32
		CAL FIRE:1018 TGFSC Education Program	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-5.37	5.37
		Fire Safe Council: CWPP 2019-2020	EDD payroll taxes - MARCH 2019	66600 · Payroll Taxes - State	-16.98	16.98
		TOTAL			-571.39	571.39