



DRAFT

Date: _____

Authorized Signer: _____

Board Meeting Minutes

Wednesday, May 18, 2016

Yamhill Soil and Water Conservation District

Miller Woods – 15580 NW Orchard View Rd., McMinnville, OR 97128

In Attendance:

Directors	Present
Barbara Boyer	<input checked="" type="checkbox"/>
Gordon Cook	<input checked="" type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>
Gordon Dromgoole	<input checked="" type="checkbox"/>
Pat FitzGerald	<input checked="" type="checkbox"/>
Leo Krick	<input checked="" type="checkbox"/>
Sam Sweeney	<input checked="" type="checkbox"/>

Other	Present
Commissioner Primozich	<input checked="" type="checkbox"/>
Ken Nygren	<input checked="" type="checkbox"/>
Luke Westphal	<input checked="" type="checkbox"/>
John Byers	<input checked="" type="checkbox"/>
Ryan Beyer	<input checked="" type="checkbox"/>
Brenda Sanchez	<input checked="" type="checkbox"/>

SWCD/NRCS	Present
Larry Ojua	<input checked="" type="checkbox"/>
Julie Lorenzen	<input checked="" type="checkbox"/>
Marie Vicksta	<input checked="" type="checkbox"/>
Mike Crabtree	<input checked="" type="checkbox"/>
Thomas Hoskins	<input checked="" type="checkbox"/>
Amie Loop-Frison	<input checked="" type="checkbox"/>
Josh Togstad	<input checked="" type="checkbox"/>

- 1) **CALL TO ORDER:** Barbara Boyer called the meeting to order at 7:32 am.

Oregon Department of Agriculture guests were visiting so formal introductions were made all around.

Late Agenda Items: Barbara noted there are some late items and she will introduce them as they come up.

- 2) **PREVIOUS MEETING MINUTES APPROVAL:** The board reviewed the minutes from the April board meeting. Sam Sweeney made a motion and Pat FitzGerald seconded to approve the April board minutes as presented. The motion passed unanimously with no further discussion.

<input type="checkbox"/> Vote Record – Approve the April Board Minutes as presented					
	Yes/Aye	No/Nay	Motion	Seconded	
<input checked="" type="checkbox"/> Accepted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Accepted as Amended	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Tabled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
* Leo Krick arrived after the vote	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

- 3) **TREASURER’S REPORT:** The board reviewed April Treasurer’s Report. Pat FitzGerald made a motion and Dave Cruickshank seconded the motion to approve the Treasurer’s Report as presented. The motion passed unanimously with no further discussion.

<input type="checkbox"/> Vote Record – Approve the April Treasurer’s Report					
	Yes/Aye	No/Nay	Motion	Seconded	
<input checked="" type="checkbox"/> Accepted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Accepted as Amended	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Tabled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

4) **CORRESPONDENCE:** Miscellaneous literature was circulated consisting of newsletters and magazines and a page on Japanese knotweed.

5) **OLD BUSINESS:**

Enhanced CREP: Marie noted the Enhanced CREP application has been submitted in the amount of \$177,000 and includes 3 property owners; the implementation of 50' buffers for 2.5 miles on both sides of stream; for a total of 33 acres in the SIA area at the site of the old Carlton Lake. John Byers noted that ODA will meet on June 2 and review applications. He shared there are only 5 applications submitted. Discussion ensued about the details of the project and budget incentive proposals. Larry noted Enhanced CREP helps meet a need for landowners as discovered in recent landowner interviews.

Budget Committee Meeting: Larry reminded board members of tomorrow night's (May 19) budget committee meeting to be held at the USDA Service Center (District Office) in the conference room. He asked for a show of hands to confirm that there will be a quorum. Budget copies were distributed.

NRCS Cultural Resources Review: (late agenda item) Larry explained that NRCS has a backlog of RCPP and various programs which require cultural resources reviews. Unfortunately NRCS doesn't have the staff to support the need and this is holding up moving projects forward tied to this contract need for third party technical assistance. Leo, on behalf of NRCS has approached the district with a concept to be a local contractor where the district could contract this position on their behalf. We met with Chris Martin, NRCS and Leo to develop criteria for the scope of work and are in the process of moving forward. The first hurdle was to convince the national review team this could be done without going through regular competition, and that is completed. The next approval level is moving forward and it is possible this could be in place as early as next month. Our district does have a personal interest in moving this forward as we have RCPP projects waiting for this to be in place. We will write the scope of work, receive the money and pay the contractor creating a net zero cost.

Barbara closed the regular meeting for the Public Hearing at 8:29 am

There was no public comment.

Larry explained the purpose for the resolution to approve a supplemental budget to the Miller Woods Fund in fiscal year 2015/2016. The forest management project in this fiscal year involved more work by a contractor than anticipated exceeding spending authority in the Contract Services category. The result of extra work was receipt of more revenue than anticipated. Without an adjustment the district will exceed its budget limitation before the end of this fiscal year. Oregon Budget Law provided a remedy with approval of a supplemental budget. Approval of the resolution will authorize the budget changes to both resources and requirements in the amount of \$280,000. This increase will change Miller Woods Fund resources to Sale of Timber and Wood Products income from \$35,000 budgeted figure to \$315,000 and requirements for Contract Services expense category from \$65,000 to \$325,000 creating an ending total budgeted resources and requirements of \$510,000.

The regular board meeting reconvened at 8:32 am.

Supplemental Budget Resolutions: ACTION

Sam Sweeney made a motion and Leo Krick seconded the motion for the resolution to approve the supplemental budget for FY 2015/16 as presented to increase resources and requirements \$315,000, and total Miller Wood fund Budget, \$510,000. The motion passed unanimously with no further discussion.

<input type="checkbox"/> Vote Record – Approve the Supplemental Budget as presented					
		Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Accepted as Amended	Gordon Cook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tabled	Dave Cruickshank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gordon Dromgoole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Pat FitzGerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Leo Krick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

6) **NEW BUSINESS:**

ODA Staff Introductions and Update: John Byers shared information concerning the implementation of the SIA project and the many requirements. The many requirements for regulation and compliance created need for a new position to support this high level of management. The Increased compliance workload, created a position that will do 100% compliance work. Ryan Beyer, former ODA

Regional Ag Water Quality Specialist will fill this position. Ryan introduced Brenda Sanchez, former Marion District employee has been hired to replace Ryan's former position. Brenda spoke briefly then John spoke about the SIA and its impact and complimented the work of our district.

OACD Annual Dues: Larry reported that the OACD Annual Dues for 2016 increased just over two hundred dollars from 2015 and now slightly under \$1,500 dollars. Dues are based on a financial formula created by OACD.

Women in Sustainable Ag Conference: ACTION

Marie asked the board to support an upcoming *Women in Sustainable Ag* annual conference. The conference is held in various regional locations each year and this year will be held in Portland. The district has been invited to share a space with OSU Extension. Marie encouraged the board to support as this is a unique and great opportunity to showcase our work. Cost to the district will depend on the number of other agencies to share the space. Marie expects the daily sponsor range to be between \$50 and \$200. Marie will share details as she learns more information. Sam encouraged the district to support conference participation with a \$600 financial cap. Pat FitzGerald made a motion and Leo Krick seconded the motion to support the Women in Sustainable Ag Conference in Portland up to \$600. The motion passed with a unanimous vote.

<input type="checkbox"/> Vote Record – Support Women in Sustainable Ag Conference up to an amount of \$600.					
		Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/>	Accepted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Accepted as Amended	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Tabled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gordon Cook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Dave Cruickshank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gordon Dromgoole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Pat FitzGerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Leo Krick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Beginning Landowner Workshop Series: ACTION

Marie requested support to subsidize catering and costs relevant to Heather Stoven's 4-week workshop series for new landowners. Several groups or agencies are participating to help educate [new landowners] about various matters. Such as;

- the water master to discuss water issues,
- planning department on land use and
- Our district for conservation project knowledge and advice, and several other agencies.

Landowners will learn how to navigate systems, participating agency roles and how each can assist.

Sam Sweeney made a motion and Gordon Dromgoole seconded to provide up to \$500 for this workshop series. The motion passed unanimously with no further discussion.

<input type="checkbox"/> Vote Record –Beginning Landowner Workshop Series Financial Support in the amount of up to \$500					
		Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/>	Accepted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Accepted as Amended	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Tabled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gordon Cook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Dave Cruickshank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gordon Dromgoole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Pat FitzGerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Leo Krick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

NRCS Reports:

Thomas Hoskins, NRCS District Conservationist, reported on several topics and provided a packet of handouts to include information concerning Civil Rights, the SWCD Mutual Agreement, Cooperative Working Agreement between the district and NRCS and 1619 Requirements.

Review of Civil Rights: Thomas shared a power point presentation to review Civil Rights further expounding on the importance of upholding Civil Rights Law.

In addition to Thomas' Civil Rights review, he provided information and reported on the following agreements and/or requirements:

- **Review of the SWCD Mutual Agreement**
- **Review of the Cooperative Working Agreement (District & NRCS)**

- **Review of the 1619 Requirements**

NRCS Rent Announcement made at the April Board Meeting (Follow-up): Thomas asked the board about any specific concerns with the new rent agreement between NRCS and the district. Larry shared the district's concern pertaining to security of the future for use of the server, computers, phones and printers. Thomas will bring this concern to Leo's attention.

7) DISTRICT MANAGEMENT:

ERC Reviews - Report: The ERC committee met with employees and completed reviews on Tuesday, May 17. A date will be set for executive session to complete Larry's annual review and evaluate employee reviews. This special meeting will be held at the district office on a date to be decided and scheduled prior to the next board meeting. A public meeting notice will be sent to the News Register according to public law requirements.

SDAO Safety Committee Training – (Leo, Mike, Larry and Sonya): Larry will set a date at the end of June for the training meeting and coordinate with all committee members.

8) EDUCATION AND OUTREACH:

Earth Day: A successful Earth Day was reported with approximately 112 cars and 2 buses at the busiest period. Discussion ensued about the size of the event and whether going forward we try we allow this event to continue to grow or whether we determine a max capacity with a crowd management plan. There will be future discussion about this matter.

Woodland Tour: Julie reported a great year with dry and warm weather, many volunteers and instructors but limited participation. The school attendance was down this year and one reason was due to competition with state testing requirements. An afternoon, day 2, May 12 was cancelled. Julie shared plans to contact schools and school districts in an effort to revive attendance by determining through survey the reason for limited turnout.

CONNECT: Staff reported another successful CONNECT conference. Larry shared that CONNECT and OACD may rotate annual conferences beginning in 2017.

Yamhill Oak Field Day: Plans are confirmed to tour the Krick Property and other parcels on Wednesday, June 29 with approximately 20 guests signed up to attend. A cap for 40 guests has been established.

9) LAND USE:

Schedule Meeting with Planning Department Re: Future Water Issues: Barbara plans to set up a meeting with Ken at the Planning Department regarding the future of the county's water issues.

Land Use Table: Following his review for land use applications, Larry did not have any recommendations or concerns. He will continue follow-up with the solar panel request and noted that there is a hearing scheduled on June 2 concerning this issue.

10) PROTECTION PROPERTIES

Donn Callaham and Nancy Woodworth: Larry shared that Donn and Nancy have expressed an interest in long term land protection for their property and in donating the land to the district for property preservation. If the board decides to move forward, Larry would like to sit down with an expert in this field to discuss options to accomplish this. The consensus of the board was to proceed in researching the possibilities.

Willamette Wildlife Mitigation Programs (WWMP) Yamhela Oak Conservation Outlook (YOCO): The YOCO property transaction has closed and Mike has been conducting spraying projects on this and other properties.

Muddy Valley Project/Berthelsdorf: James will be mowing at the property.

Property Spraying: Mike has completed both spot spraying and broadcast spraying using a contracted service, Habitat Restoration

Chegwyn Farms: Larry reported that James is currently working for the district on a temporary 30-day appointment to assist with various projects. His appointment will be reviewed after 30 days. James, Larry and Roy performed a trenching project at Chegwyn Farms and installed a pipe that needed replacing.

Miller Woods: Larry complimented Sonya for doing a great job with the nursery and volunteers.

Mt. Richmond: Mike has sprayed this property for weeds.

11) NOXIOUS WEED REPORT:

2A

Weed Watch Sponsor Updates: Julie distributed weed watch sponsor marketing packets to Dave, Barbara, Larry and Sam. Each person volunteered to contact one or two businesses about sponsoring the 2016 - 2017 Weed Watch ad series. Wilco sponsored the 2015 - 2016 season of ads. The final ad of the series, English Ivy, was published in the News Register and posted on the district website in April. This month we will repeat the series beginning with Tansy.

12) STAFF REPORTS: Staff reports and CONNECT reports were included in the board packets.

13) BOARD MEMBER REPORTS:

14) AGENCY REPORTS:

The Greater Yamhill Watershed Council (GYWC): Luke shared that the Watershed Adventure Camps are scheduled for June, July and August and are for ages 6 – 12. They are also leading a program called “First Saturday”, which involves guided nature hikes throughout the county and Luke is restarting the temperature monitoring program throughout the summer.

NRCS: Thomas updated the group on NRCS programs. The CIS was approved with a few caveats. Thomas will present it at the next Board meeting.

15) PUBLIC COMMENT: There were no public comments.

16) ADJOURNMENT: Barbara adjourned the meeting at 10:12 a.m.

Board Meeting Packet of Contents:

- **Acronym List**
- **Board Meeting Agenda**
- **Budget Hearing Agenda**
- **Board Minutes**
- **Treasurer's Report**
- **Budget Committee Minutes**
- **2016/17 Proposed District Budget**
- **Land Use Letters (2)**
- **Land Use Table**
- **Staff Reports**