



**Monday, April 15, 2019**  
**Board Meeting Minutes**

**2A**

MILLER WOODS | 15580 NW ORCHARD VIEW ROAD | MCMINNVILLE, OR 97128

Date: Approved 5/8/19

Authorized Signature: \_\_\_\_\_

DIRECTORS:	Present	OTHER/GUESTS:	Present	SWCD/NRCS:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Casey Kulla	<input checked="" type="checkbox"/>	Larry Ojua	<input checked="" type="checkbox"/>
Gordon Cook	<input checked="" type="checkbox"/>	Ken Nygren	<input checked="" type="checkbox"/>	Julie Lorenzen	<input checked="" type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>	Luke Westphal	<input checked="" type="checkbox"/>	Josh Togstad	<input checked="" type="checkbox"/>
Pat FitzGerald	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Marie Vicksta	<input checked="" type="checkbox"/>
Leo Krick	<input checked="" type="checkbox"/>	<b>NRCS:</b>	<input type="checkbox"/>	Justin Cooley	<input checked="" type="checkbox"/>
Ximena Orrego	<input checked="" type="checkbox"/>	Thomas Hoskins	<input checked="" type="checkbox"/>	Jessica LaRue	<input checked="" type="checkbox"/>
Sam Sweeney	<input checked="" type="checkbox"/>	Sergio Villaseñor	<input checked="" type="checkbox"/>	Amie Loop-Frison	<input checked="" type="checkbox"/>

- 1) CALL TO ORDER & LATE AGENDA ITEMS:** Barbara called the meeting to order at 10 am.
- 2) BOARD MINUTES: ACTION** The board reviewed the minutes from the March 13, 2019 board meeting. Leo observed that a conversation concerning the organization of a land-use and water rights education meeting was omitted from the minutes. There was discussion covering the details of the meeting. The board agreed that the March minutes should be amended to include the conversation and outcome to create a forum.

Additionally, it was noted to change Item 9 c on Page 5 Title from Replanting of Parcels to Replating of Parcels.

With these changes Sam Sweeney moved, and Pat FitzGerald seconded to accept the minutes as amended. The motion passed unanimously.

VOTE RECORD: Approve the March 13, 2019 Minutes.					
	DIRECTOR	Yes/Aye	No/Nay	Motion	Seconded
<input type="checkbox"/> Accepted	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" 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"/>
	Pat FitzGerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Leo Krick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ximena Orrego	<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"/>

- 3) TREASURER’S REPORT:** The board reviewed the March Treasurer’s Report. Pat FitzGerald moved, and Sam Sweeney seconded to accept the Treasurer’s Report as submitted. The motion passed unanimously.

VOTE RECORD: Approve the March 2019 Treasurer’s Report					
	DIRECTOR	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"/>
	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 type="checkbox"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The follow-up for board review of chair expense reports for the 1st quarter of 2019 will be held at the May Board Meeting. The vote to establish a reasonable stipend to meet ongoing demands of the chair position was approved with a review of its impact and processes following the first 3-months. The daily stipend (flat rate per day) supports



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meeting and administration time reimbursement. Barbara will bring copies of her first three expense reports, as suggested, when the vote was approved.

**4) REVIEW CORRESPONDENCE:** Larry circulated various correspondence.

**5) OLD BUSINESS:**

- a. OACD Teleconference:** Pat reviewed several updates from the recent OACD teleconference. He shared that the new bylaws have been enacted and new board members have been elected.
- b. OACD Board Meeting:** Pat shared that the CPS grant application deadline is May 10, 2019. He reviewed several changes to the grant application including the allotment of more funding for cover crops and organic farming.
- c. Report on options to sell Tunnel Sprayer:** Larry reviewed the terms of the grant awarded by the Oregon Department of Agriculture (ODA) who assisted in the purchase of the tunnel sprayer. Larry spoke with Stephanie Page from ODA Natural Resources Department and learned that the district has three options to consider: the sprayer can be sold through surplus with proceeds marked for future use; ODA can transfer ownership to another interested party or; the district can continue to house and use the sprayer. Larry would like to meet with Lauren to discuss the situation. Barbara suggested drafting a letter highlighting concerns the district has regarding the original purchase and the investment the district has made in the equipment. The board supported submitting a letter and following up with a meeting.
- d. Follow-up on Water Discussion:** Sam attended a follow up meeting focused on addressing the issues of water storage and shortage. He shared that there is not a lot of water data available in the county. There was discussion concerning how to gather the data and the best way to present and use the information.

County Commissioner Casey Kulla shared concerns expressed by county residents regarding service water storage. He also reviewed information from his recent meeting with Ken Friday concerning various water use issues.

Larry distributed the latest materials on Oregon Water Rights. He met with Joel of Oregon Water Resources to follow up with numerous questions raised at last board meeting. Larry highly recommends arranging the educational meeting very soon. He would like to see a FAQ sheet put together following the meeting so agencies have a resource to refer to. There was further discussion about various topics for the proposed educational meeting.

- e. Report on Discussion with ODFW Regarding Elk Damage:** Larry, Barbara, Amie and Josh met with three biologists from the Oregon Department of Fish and Wildlife (ODFW) to discuss the ongoing elk issue around Muddy Valley. Larry and Barbara shared several insights provided by ODFW. ODFW has issued emergency hunt licenses in the past with little success. It was suggested that Willamette Wildlife Mitigation Program should be involved. Also, Bonneville Power Administration will need input, as many times they do not allow hunting on protected properties per the conservation easement.

ODFW is researching the possibility of offering a grant to assist landowners with the cost of protective fencing.

- f. Written Comments Submitted on Proposed Legislation:** Larry and Barbara reviewed several legislative letters that were included in the board packet.

**6) NEW BUSINESS:**

- a. OR Century Farm & Ranch Program (Sponsor Request):** Larry asked for the board's approval to sponsor the OR Century Farm & Ranch Program. In the past, Charlie and the district have split the cost of a \$500 sponsorship. Charlie has agreed to participate again this year. Dave Cruickshank moved, and Pat FitzGerald seconded to donate \$250 to the OR Century Farm & Ranch Program. The motion passed unanimously.



VOTE RECORD: Approve a \$250 donation to OR Century Farm & Ranch Program Sponsorship					
	DIRECTOR	Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Accepted as Amended <input type="checkbox"/> Tabled	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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Pat FitzGerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Leo Krick	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- b. Annual Meeting & Dinner Date: \*ACTION (Resolution):** Julie asked for action on resolution #41519 concerning the date for the Annual Meeting & Dinner. She proposed the date, Wednesday, November 6, 2019. Dave Cruickshank moved, and Gordon Cook seconded the approval for the Annual Meeting to take place on **Wednesday, November 6, 2019**. The motion passed unanimously.

VOTE RECORD: Approve the Annual Dinner date of Wednesday, November 6, 2019.					
	DIRECTOR	Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Accepted as Amended <input type="checkbox"/> Tabled	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 checked="" type="checkbox"/>
	Dave Cruickshank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- c. Justin Cooley – Resignation:** Larry announced that Justin has resigned effective April 30, 2019. Justin shared that he has accepted a position with Clackamas SWCD and thanked the board for his time with the district.
- d. Oregon Department of Agriculture Insurance:** Larry reported that the district’s liability insurance through the Department of Agriculture will be expiring soon. The insurance was a very minor secondary policy and the cancellation will not affect the district’s primary coverage.
- e. RCPP Update:** Larry shared that the district’s RCPP grant will be ending on September 30<sup>th</sup>, 2019. Larry and Amie have drafted a letter requesting a no-cost extension of time for existing RCPP contracts. This extension does not include a request for additional funding. They asked for the board’s approval to submit the request to NRCS. Pat FitzGerald moved, and Gordon Cook seconded the submission of a no-cost extension request. The motion passed unanimously.

VOTE RECORD: Approve submission of a no cost extension for existing RCPP grant.					
	DIRECTOR	Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Accepted as Amended <input type="checkbox"/> Tabled	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 checked="" type="checkbox"/>
	Dave Cruickshank	<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 type="checkbox"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- f. Report on Oak Accord:** Amie shared a video compiled by the Willamette Partnership highlighting the Oak Accord program. The program has grown substantially and so fast that Willamette Partnership is struggling to keep up with enrollment. Amie met with several districts, watershed councils and Willamette Partnership to discuss how to connect land owners with resources for technical advice and restoration planning. Amie thinks it’s a wonderful program but shared concerns about the district’s capacity to manage it. Willamette Partnership is currently working on a package of information to distribute to districts that will assist landowners. The tasks



include providing a baseline analysis of properties and developing a restoration plan for landowners. Ximena asked for clarification on whether a landowner can create oak habitat or if the program is only for existing areas. Amie reviewed that because Willamette Partnership cannot provide funding they have proposed that landowners cover the cost. This money would be paid to the district facilitating the technical advice and planning. There was further discussion on possible avenues for funding.

- g. Landowner Agreements with USFW:** Larry reported that he met with Chris Seal concerning the landowner agreements with US Fish and Wildlife Service (USFWS) on several properties. These cooperative agreements allow work with USFWS to take place on each property. A small amount of money was awarded to the district with each agreement to allow for work throughout year. Larry shared that Chris recommended updating land owner agreements on Muddy Valley, Yamhela Oak Conservation Outlook, Masonville, and Yamhill Oaks at Gopher Valley. Larry reviewed drafts prepared by Chris and would like board approval to sign and establish the agreements under the district’s name. Leo Krick moved, and Gordon Cook seconded updating land owner agreements for Muddy Valley, Yamhela Oak Conservation Outlook, Masonville, and Yamhill Oaks at Gopher Valley. The motion passed unanimously.

<b>VOTE RECORD: Approve revision of land owner agreements for Muddy Valley, Yamhela Oak Conservation Outlook, Masonville and Yamhill Oaks at Gopher Valley.</b>					
	<b>DIRECTOR</b>	<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Motion</b>	<b>Seconded</b>
<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 checked="" type="checkbox"/>
<input type="checkbox"/> Tabled	Dave Cruickshank	<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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**7) DISTRICT MANAGEMENT:**

- a. Annual Employee Reviews and ERC Meeting:** Larry asked for approval from the board to move forward with annual employee reviews. He will meet with each employee individually before the ERC meeting. The board gave their consensus for approval.
- b. Financial Report on Annual Native Plant Sale:** Postponed until the next board meeting.

**8) EDUCATION & OUTREACH:**

- a. Report on Farm Fest:** Julie, Dave and Sam represented the district at the annual Farm Fest held on April 6. Julie shared that the event was a success and great fun. Dave reported that over 19 teams competed in the plowing competition and 1500 people attended the event.
- b. Report on Planning for 2019 Woodland Tour – May 15-16:** Julie shared that planning for the Woodland Tour is coming along. Julie and Jessica will work with Dave to prepare and set up signs before the tour.
- c. CONNECT 2019 – Report:** The district staff shared positive reviews concerning this year’s CONNECT conference. The conference was attended by more than 350 people and offered 72 sessions.
- d.** Barbara attended a commission meeting and shared changes that will be made to capacity building funding through OWEB and ODA. She reviewed the new structure for reporting on capacity building funding and will be reviewing the process with Julie.



**9) Land Use:**

- a. **Land Use Table:** Larry had no comments or recommendations on current applications.

Ximena shared that she is working on a general letter of recommendation with Sam for the district to submit with land use applications as they see fit.

- b. **Baker Creek Wetland Discussion:** Amie reviewed a recent proposal submitted by Premier Construction concerning a development off Baker Creek Road including an 11-acre parcel of wetland located along Baker Creek. She was approached by Friends of Baker Creek, a group of residents from the area, who share several concerns regarding the proposed development and were seeking advice from the district. The area has been determined to be wetland and resides in a flood plain that, if developed, could potentially lead to flooding in established neighborhoods. Friends of Baker Creek are also concerned about the native vegetation that is being removed from this area. Amie also shared that the proposal includes the development of a park and trail surrounding the area. Premier offered to donate the park land to the City of McMinnville. Public works commented that they do not have the capacity or funding to maintain the area. Amie is seeking a letter of opposition on behalf of Friends of Baker Creek. The letter is only opposing the development of the 11 acre wetland parcel and removal of native riparian vegetation along Baker Creek. Leo Krick moved, and Dave Cruickshank seconded the submission of a letter in opposition of developing the 11-acre wetland parcel and removal of riparian vegetation along Baker Creek. The motion passed unanimously.

<b>VOTE RECORD: Approval of the submission of a letter in opposition of development on 11 acre wetland parcel</b>					
	<b>DIRECTOR</b>	<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Motion</b>	<b>Seconded</b>
<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 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- c. **District Response Letter (Dockets R-01-18, and R-02-18):** The district letter in opposition to dockets R-01-18 and R-02-18 was circulated in the board packet.

**10) Protected Properties:**

- a. **Chegwyn Farms:** Larry discussed several projects that have taken place on the property over the last month. Contractor, Mike Peterson, removed trees from the lower orchard to help with disease control and the husk fly infestation. The remaining trees in the area will be girdled to prevent future infestations. Larry asked the board for consensus to allow someone to collect the large amount of wood left from the cleanup. The board concurred. There was further discussion regarding options for removing the wood from the property.
- b. **Masonville:** There was no discussion or comments.
- c. **Miller Woods:** Larry reported that he is working with Sonya to plan for extra nursery pads to accommodate next year's USFWS grow-out. He also shared that Justin did some spraying around the property.
- d. **Mt. Richmond:** There was no discussion or comments.
- e. **Muddy Valley Habitat Reserve:** Larry arranged contract work with James Riedman that will take place over the summer.



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- f. Yamhela Oak Conservation Outlook:** Amie and Larry will meet with Frank to follow up on a 15-acre parcel of land being considered for oak preservation work.

Barbara shared that she spoke with Matthew from Miller Timber concerning the thinning project on the property. She encouraged the district to be proactive in securing services for 2020 as they are quickly booking up.

- g. Yamhill Oaks at Gopher Valley:** Larry shared that clean-up of the property will begin on Thursday. He has made two temporary appointments to help with the clean-up. Miller Woods volunteers will also be assisting on Friday. A thirty foot dumpster has been rented to haul off the garbage left behind.

**11) NOXIOUS WEEDS:**

- a.** Justin reported that he will begin spraying garlic mustard this week. He also shared that he met with Lynette from the City Parks department and has been given the go ahead to begin mowing and spraying along Cozine Creek.

**12) STAFF REPORTS:** There was no discussion or comment.

**13) BOARD MEMBER REPORTS:**

- a.** Ximena provided an update on House Bills 2322, 2329 and 2355.
- b.** Pat requested a donation of plants for the annual Yamhill/Carlton Education Foundation auction. Julie and Jessica will work with him to arrange the donation.

**14) AGENCY REPORTS:**

- a. Greater Yamhill Watershed Council (GYWC):** Luke shared that the GYWC was awarded an OWEB grant that will provide funding for the next two years. The grant application was awarded the highest merit value. He also reviewed several projects and work days taking place over the next few weeks. Luke thanked the board for a donation made by the district in support of the GYWC.
- b. Natural Resource Conservation Service (NRCS):** Thomas reported about the Wildfire Prevention Workshop taking place on May 4<sup>th</sup>. He noted the workshop is specific to Eagle Point Residents only. Thomas also reported that the EQIP deadline has been extended to April 19, 2019. Thomas announced that NRCS will have an intern for the summer who begins in June.

**15) PUBLIC COMMENT:** No comment.

**16) ADJOURNMENT:** Barbara Boyer adjourned the meeting at 12:19pm.