

**Wednesday, December 11, 2019**  
**Board Meeting Minutes**

**2A**

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

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

**APPROVED**

DIRECTORS:	Present	PARTNERS/GUESTS:	Present	SWCD/NRCS:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Jordan Anderson	<input checked="" type="checkbox"/>	Larry Ojua	<input checked="" type="checkbox"/>
Gordon Cook	<input checked="" type="checkbox"/>	Casey Kulla	<input checked="" type="checkbox"/>	Julie Lorenzen	<input checked="" type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>	Jan Lee, OACD	<input checked="" type="checkbox"/>	Josh Togstad	<input checked="" type="checkbox"/>
Pat FitzGerald	<input checked="" type="checkbox"/>	Luke Westphal	<input checked="" type="checkbox"/>	Marie Vicksta	<input checked="" type="checkbox"/>
Leo Krick	<input checked="" type="checkbox"/>			Amie Loop-Frison	<input checked="" type="checkbox"/>
Ximena Orrego	<input checked="" type="checkbox"/>	NRCS:		Jessica LaRue	<input checked="" type="checkbox"/>
Sam Sweeney	<input checked="" type="checkbox"/>	Thomas Hoskins	<input type="checkbox"/>	Joel Donnelly	<input checked="" type="checkbox"/>
		Sergio Villaseñor	<input type="checkbox"/>		

- 1) CALL TO ORDER & LATE AGENDA ITEMS:** Barbara called the meeting to order at 7:31 am.
- 2) BOARD MINUTES: ACTION** The board reviewed the minutes from the November 13, 2019 board meeting. Pat FitzGerald moved, and Sam Sweeney seconded to accept the minutes as amended. The motion passed unanimously.

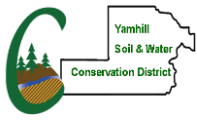
VOTE RECORD: Approve the November 13, 2019 Board Minutes as amended.					
	DIRECTOR	Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> 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"/>

Dave noted that the executive session was omitted from the minutes. The board agreed by consensus that executive sessions should be noted in the board minutes. Julie will amend the November board minutes to reflect the executive session.

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

VOTE RECORD: Approve the November 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 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"/>

Ximena inquired on the \$1500 paid for postage. Julie explained that the district holds a bulk mailing account with the post office that is used for large outreach mailers such as the district’s newsletter. Ximena asked if the district subsidizes the cost of the annual dinner. Larry and Barbara confirmed the district pays approximately half of the meal cost.



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Dave asked for clarification on the fuel bill. Julie explained that the total on the treasurer's report reflects fuel purchased that month for all district vehicles as well as fuel tanks at Miller Woods. Dave also asked for more information concerning the property taxes paid by the district. Julie will email a detailed list to the board including property names and the amount of taxes paid for each one.

Sam inquired about a payment made to the district by TJ Schmidt. Larry explained that TJ leases the orchard from the district. The district then pays Charlie. Larry shared that Charlie generously donated half of the lease income to the district.

**4) REVIEW CORRESPONDENCE:** Larry circulated and reviewed several correspondence.

### 5) OLD BUSINESS:

- a. **OACD Teleconference:** Pat highlighted several updates from the November 21 teleconference. He shared that the OACD is working to determine its 501C status and to complete their new Articles of Incorporation. Pat also shared updates to OACD legislative efforts.
- b. **Audit Complete – Board Members Distribution:** Larry shared that the audit is not yet complete. Larry complimented the auditors for their diligent work. He will distribute the audit to the board once it is finalized.
- c. **District Water Vision – Draft Letter:** Sam completed a draft letter of the district's water vision. He reviewed the key points addressed by the board. There was discussion concerning additions to the letter. Sam will edit the letter to include all additions before sending it to Larry for submission.
- d. **Erosion Control Committee – Update:** The committee met Friday, December 6<sup>th</sup> to reevaluate the goals and milestones of the various erosion control programs. Marie provided the board with a summary of the meeting via email. Pat, Leo and Gordon highlighted the major changes and goals. The committee will meet again in the spring to evaluate progress.
- e. **CIG Update:** Marie shared that she received an email from Chris Martin containing documents for the district to sign. Things are moving forward and she is hopeful the district will receive an official award by the end of the year.
- f. **RCPD Renewal Update:** Amie shared that she received confirmation that the district has been awarded the renewal. She reviewed a paragraph from the letter highlighting the district's work. Dave asked if there will be an article in the newspaper. Amie confirmed that a news article is on her list. Larry shared that an article will also be featured in the district's newsletter.

### 6) NEW BUSINESS:

- a. **2020 Membership Renewals:** Julie reviewed that there are several memberships due for renewal. She will email the list with details to the board. The vote was tabled until the January board meeting.
- b. **District Partner Gathering – Grain Station:** Larry reminded the board that the annual partner gathering will take place on Wednesday, December 18th at the Grain Station. The district will provide the venue and appetizers.
- c. **Seven-H Sponsorship Letter Request – WWMP Project:** Larry and Amie have met with the Hay family of Seven-H Enterprise several times over the past year and a half to discuss potential projects for a 320-acre parcel of land they own. The Hay's have asked the district for support as a sponsor in a WWMP project. Amie provided a detailed overview of the property. Larry recommended that the district move forward as a sponsor. There was discussion concerning management of, and funding for, the property. The board requested a tour of the property. Due to weather conditions and a limited time frame, Amie will provide a slide show of the property at the next board meeting in lieu of a tour. Sam



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Sweeney moved, and Pat FitzGerald seconded to sponsor the WWMP for Seven-H Enterprise. The motion passed unanimously.

<b>VOTE RECORD: Approve sponsorship of the 7H Enterprise WWMP project.</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"/>
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	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"/>

- d. OR Century Farm & Ranch Program:** Larry reviewed that the district donated \$250 to the Oregon Century Farm & Ranch Program during the last sponsorship. He recommended the district contribute the same amount this round. Larry also noted that Charlie and Betty Chegwyn supported the districts contribution with a donation of \$250 each. He asked the board if the district should approach the Chegwyns about another donation. The board agreed by consensus to donate \$250 to the Oregon Century Farm & Ranch Program and to inquire with the Chegwyns for their support.
- e. Pickup Repairs – Report (04 Chevy Silverado):** Josh reported that Scott’s Automotive completed minor repairs on the truck donated to the district by The Nature Conservancy (TNC).
- f. OWEB – Special Project Discussion:** The Oregon Watershed Enhancement Board (OWEB) reached out to Barbara concerning work on special project that could be managed by the district. Larry and Barbara met with Eric Williams to discuss the project in further detail. The district would act as the fiscal agent and oversee the project. There was discussion concerning the duration of the project, impact on the district’s budget, capacity to take on the project and the liability of being attached to the outcomes. The board agreed by consensus not to participate in the project.
- g. OACD – Jan Lee:** Jan introduced herself to the board. She reviewed the many changes happening within OACD. She also highlighted several grants OACD is working on. OACD is updating the articles of incorporation and has asked each SWCD in Oregon to provide their vote records by February 2020.

**7) DISTRICT MANAGEMENT:**

- a. OSWB Grant Proposal:** Joel reviewed two OWEB grants he is applying for. He distributed maps and photos of the target areas and high priority invasive species that he will be focusing on. He met with Glen Miller and Beth (last name) of ODA at Gopher Valley to discuss treatment of various invasive species on the property.
- b. SDAO Annual Conference:** Larry shared that the SDAO is hosting its annual conference February 7-9, 2020. The district has one complimentary registration available. He encouraged the board to reach out to him or Julie if they would like to attend.

**8) EDUCATION & OUTREACH:**

- a. Local Work Group Meetings (Feb & March):** Julie shared that the Local Work Group Meetings will take place on February 12th at Miller Woods and March 12th at the West Valley Fire Station in Willamina.



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- b. **Water Rights Boot Camp – Report:** Marie reported that approximately 20 people attended the boot camp on November 14th. The funds raised from the boot camp benefited the Stanley Christensen Fund. The information provided by Laura Schroeder was informative and well received. Barbara suggested keeping Laura in mind as a speaker for the annual meeting. There was further discussion on the information shared during the boot camp. Larry suggested the district demonstrate how to access some of the information during a board meeting.
- c. **Ag Water Quality Biennial Review – Report:** Sam and Marie attended the Ag Water Quality Biennial Review held December 4<sup>th</sup> at the McMinnville Waste Water Treatment Plant. Sam highlighted the key topics of the review. Marie will reach out to Brenda Sanchez from ODA to schedule an in depth discussion of the biennial review at a future board meeting.

### 9) Land Use:

- a. **Land Use Table:** There was no comment or discussion.

### 10) District Managed Properties:

- a. **Chegwyn Farms (Rent Inc. & Chegwyn Donation Form):** Josh shared that he and Larry repaired sections of the safety fence and removed garbage from the three acre parcel adjacent from Chegwyn Farm Park. He also reviewed that the wood removal project has continued and the team from Hope on The Hill hopes to have it completed by the end of the month. There will be a small clean-up project after the wood removal is complete.

Larry shared that he and Josh successfully removed a squirrel from Charlie and Betty's house after it gained access through the roof. Larry patched the small hole the squirrel had entered through. Larry met with a contractor to discuss the replacement of the apple shed roof.

- b. **Yamhill Oaks – Masonville and Gopher Valley (GV Home Comm. Report):** Josh reviewed that mowing on the Masonville property was completed by Gordon. The district is also considering cutting several stumps on the property to make the area more accessible for mowing.

The Gopher Valley Home Committee conducted a site visit of the house and met to produce a list of long and short term projects. A review of the meeting was provided in the board packet. Larry explained several priority projects taking place including; removal of the popcorn ceiling throughout the house, a walk through with an electrician, and a quote for replacement of the garage door.

Larry and Dave met with Robert Weeks, a contractor, to address the process of a potential remodel.

Sam spoke with Marcia Mikesh, a local architect, about the possibility of working with the district to draft a remodel of the house.

There was discussion concerning the rental process. The board recommended hiring a property management company to facilitate the rental.

Dave requested that a running total of project expenses be presented at each board meeting.

- c. **Miller Woods:** Josh reported that the volunteers have been working to replace bridges and boardwalks around the property. Materials for the bridges and boardwalks have been purchased using funds from the Oregon State Parks Grant. Josh also shared that planting for the USFW grow-out is 10% complete. The district is exploring the option of hiring a temporary employee to assist with the planting. Larry



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shared that the heating in two of the bedrooms has failed. An electrician will be installing wall units to replace the failed heating.

- d. **Mt. Richmond:** There were no updates or discussion.
- e. **Muddy Valley Habitat Reserve:** There were no updates or discussion.
- f. **Yamhela Oak Conservation Outlook:** There were no updates or discussion.

**11) NOXIOUS WEEDS:** There was discussion concerning prescribed burns as a treatment for invasive species.

**12) STAFF REPORTS:** Julie circulated Josh's staff report to the board.

**13) BOARD MEMBER REPORTS:**

- a. Pat reviewed the formation of the Oregon Conservation and Recreation Fund by United States Fish & Wildlife Service (USFWS). USFWS are looking for resources and individuals who are willing to help establish new sources of funding. They are also looking for volunteers to form an advisory committee for the fund. Pat reported that he will be representing Oregon on the NACD coastal resource policy group.
- b. Ximena shared that she and Marie met with Daniel Fay, a vineyard manager, in early November to discuss composting on vineyards. Ximena extended an invitation to Marie to share information with the Yamhill Carlton AVA regarding the district's new CIG grant and how the practices can be applied within the vineyard industry.
- c. Barbara, Larry and Ximena attended a presentation by Oregon Agriculture Trust (OAT). Larry reviewed the details of the presentation. The organization is driven and supported heavily by private donors in an effort to meet the need for state wide agricultural land trusts and easements. Larry suggested hosting OAT at a future board meeting.

Barbara shared that she would like to sponsor a Summer Ag Institute participant. She reached out to Janice Reed of the Farm Bureau Institute for assistant in finding a participant to sponsor. She has not heard back at this time. Barbara reviewed that she is assembling a committee to review the requirements for board director eligibility.

**14) AGENCY REPORTS:**

- a. **Greater Yamhill Watershed Council (GYWC):** Luke reviewed the community presentation held by the GYWC on December 3<sup>rd</sup> concerning Coho salmon. Over forty people attended the presentation. Luke also shared updates on several grants and ongoing projects.
- b. **County Commissioner – Casey Kulla:** Casey reviewed topics discussed at the latest city council meeting.

**15) PUBLIC COMMENT:** There was no public comment or discussion.

**16) ADJOURNMENT:** Barbara Boyer adjourned the meeting at 10:21 am. Barbara announced that the board would take a five minute recess before reconvening for Executive Session according to ORS 192.660 (2) (e).