



Wednesday, November 13, 2019
Board Meeting Minutes

2A

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

Date: _____ Authorized Signature: _____

DRAFT

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

- 1) CALL TO ORDER & LATE AGENDA ITEMS:** Barbara called the meeting to order at 7:30 am.
- 2) BOARD MINUTES: ACTION** The board reviewed the minutes from the October 9, 2019 board meeting. Sam Sweeney moved and Dave Cruickshank seconded to accept the minutes as submitted. The motion passed unanimously.

VOTE RECORD: Approve the October 9, 2019 Board Minutes.					
	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 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 type="checkbox"/>	<input type="checkbox"/>
	Ximena Orrego	<input 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 October Treasurer’s Report. Sam Sweeney moved and Pat FitzGerald seconded to accept the Treasurer’s Report as submitted. The motion passed unanimously.

Sam inquired about the cost of utilities for Miller Woods. Larry and Julie estimated the annual cost to be approximately \$1200, half of which is paid by Sonya. Sam suggested the district explore the option of a future solar installation to reduce energy costs.

Leo asked for clarification on a payment made to Franco Restoration. Larry explained that Franco Restoration is a contractor working for the district on a CREP project that was funded by a grant.

VOTE RECORD: Approve October 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 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 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"/>

NOTE: Ximena arrived after this vote, so was not able to participate with this or the Board Minutes vote



4) **REVIEW CORRESPONDENCE:** Larry circulated several correspondences, mostly newsletters and minutes

5) **OLD BUSINESS:**

- a. **OACD Teleconference:** Pat highlighted key points from this month's teleconference, including; the OACD Annual Meeting date, a discussion concerning the 100 Year Water Vision, and the OACD bylaw changes. He also shared that the OACD has relocated and is now sharing office space with the Marion SWCD on Hawthorn Street in Salem.
- b. **Audit Complete – Board Members Distribution:** Larry shared that the final draft of the audit is pending completion. He will distribute the audit at the next board meeting, assuming it is complete.
- c. **3-Acres Adjacent to Chegwyn Farm Park – Update:** Larry reported that the orchard removal has been postponed. Neighbor, Mike Burr, asked if the postponement was due to weather. Larry clarified that the removal is on hold due to inclement weather and contractor availability.
- d. **Erosion Control Committee – Update:** Marie reviewed a mulching project done on Zach Christensen's property and shared that the No-Till Drill has been rented several times over the last month. Marie will provide the committee with an outline, featuring future goals and expectations, via email before the next board meeting.
- e. **Update on Willamette RCPP:** Marie shared that the committee participated in a conference call in September, where they heard from Nik Wiman, Hazelnut Extension Agent, about the industry's interest in developing a third-party sustainability certification and the opportunity to engage the industry. She also participated in a phone call with Meta and Liz from the Oregon Watershed Enhancement Board (OWEB) as well as Allison Hensey from the Meyer Memorial Trust (MMT), about the opportunity to engage this grower group and further develop what working together across the basin might look like. Marie reviewed that the committee submitted a stakeholder engagement grant proposal to OWEB at the end of October. The grant will allow the committee to contract with a facilitator and fund a series of sessions between drinking water providers, technical service providers and growers to more fully develop the concept. A request was also submitted to MMT to assist with match. If funded, the work will occur throughout 2020.

6) **NEW BUSINESS:**

- a. **OACD Bylaw Changes – Update:** Barbara shared that the OACD bylaw changes were approved. She will update the board with more information at the December board meeting.
- b. **Ideas for Expanding Outreach:** Thomas reviewed the Working Effectively with Native Americans training he attended. He noted that the Community of Grand Ronde lies within the NRCS service area and acknowledged a gap in services. Thomas would like to work with the district to increase outreach in the community. He made several suggestions for involvement including; submitting articles to the Grand Ronde paper, hosting a local work group meeting in the area, and inviting their agency to be a part of the Wildfire Prevention Workshop. Thomas also noted that he would like to see more outreach in the Newberg and Gaston areas. There was further discussion concerning how to get involved and encourage area involvement with the NRCS and district.
- c. **PRESENTATION – Oregon Department of Agriculture (ODA) Update – Brenda Sanchez and Mike Powers:** Brenda and Mike arrived at approximately 8am. Introductions were made around the room. Brenda began the presentation with an overview of ODA's new process for biennial reviews. She also reviewed the process for Strategic Implementation Areas (SIA). Brenda provided a handout of the 2019-2023 implementation schedule for Oregon's thirty-eight management areas. Mike Powers circulated a summary of House Bill 2437. He discussed the bill at length and provided an explanation of ODA's role in implementing the bill.



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- d. **District Letter on Governor’s Water Vision:** Larry, Sam and Barbara have been in communication concerning the Governor’s 100 Year Water Vision. Barbara noted that “100 Year” has now been removed from the title. Barbara proposed the district submit a letter highlighting its concerns. The board agreed by consensus that the district should submit a letter. Sam will draft the letter and bring it to the December board meeting for review. There was discussion regarding multiple points of concern over water issues.
- e. **Health Insurance Renewal:** Larry reviewed Resolution #101319 concerning the district’s Providence Total 1000 Gold plan, the same plan currently carried by the district. Pat FitzGerald moved, and Sam Sweeney seconded to renew the district’s health insurance policy as presented. The motion passed unanimously.

VOTE RECORD: Approve Resolution 101319-Insurance as presented.					
	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 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"/>

7) DISTRICT MANAGEMENT:

- a. **RCPP Renewal Grant Update:** Amie reported that the district has not received an official confirmation but reviews have been positive.
- b. **CIG Grant – Update:** Marie shared that she has yet to receive an official grant award. She has been in contact with the state office with no updates at this time. Barbara expressed concern over continuing to fund related work without a confirmation of when the grant funds will be awarded. Marie reviewed that the district has received a 50% match from the Department of Agriculture (DOA) that can be used to cover expenses.
- c. **TNC Surplus Vehicle Donation:** Larry shared that the district received a donation of a 2004, ¾ ton pickup from The Nature Conservancy (TNC). The vehicle is in good condition with a few minor repairs being made by Scott’s Automotive. There are no restrictions on the intended use of the truck.
- d. **CREP Grant:** Josh shared that the CREP grant application submitted in partnership with Clackamas SWCD has been approved.
- e. **Enhanced CREP Project:** Josh and Marie submitted a grant application for an enhanced CREP project along the Yamhill and Willamette river confluence. The grant will include funding for planting and maintenance. The work will fall under the new CREP technician hired by Clackamas SWCD.
- f. **Resolution on Public Contractors:** Larry conducted research regarding the district’s rules for selecting and contracting with a real estate agent. After consulting with SDAO and Clackamas SWCD he found that the district’s current policy for contracting has limits that are significantly lower than the standard suggested in the Oregon Attorney General’s model policy. Larry proposed Resolution 111319 to amend the district’s current policy. He provided a review of the amendment. Dave Cruickshank moved, and Sam Sweeney seconded to amend the policy as presented. The motion passed unanimously.



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VOTE RECORD: Approve Resolution 111319 as presented.					
	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 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 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"/>

8) EDUCATION & OUTREACH:

- a. **Soil fertility workshop (11/6) report:** Marie attended the Soil Fertility workshop hosted in cooperation with Marion SWCD, Polk SWCD and other partners. She shared that there were approximately 60 people in attendance. The workshop consisted of four speakers and overall feedback was positive.
- b. **Annual Meeting Report:** Larry reported that approximately 130 people attended the Annual Meeting. He received many compliments and overall feedback was positive. Julie shared that the auction brought in over \$2300 for the Stanley Christensen Fund. Sam complimented the district’s time management during presentations. He also asked for clarification on avenues the district uses to advertise the meeting. Julie explained that the event is advertised in the News Register, Roots to Roofs, two chamber websites, and throughout several other channels.
- c. **Water Rights Boot Camp (11/14):** Marie shared that the Water Rights Boot Camp planning is on schedule. There are currently twenty registrants. The camp will take place on Thursday, November 14th from 9am to 4pm at the Chemeketa Yamhill Valley Campus.

9) Land Use:

- a. **Land Use Table:** Pat asked for clarification on who submitted docket FP-07-19. Larry confirmed that the application/docket was submitted by the county.
- b. **Land Use Letters to County Planning (2):** Casey confirmed that he will touch base with Ken Friday regarding the district’s interest in a blanket/template letter.

10) District Managed Properties:

- a. **Chegwyn Farm:** Josh reported that he and Larry installed the last safety fence to completely enclose the 3-acre parcel adjacent from Chegwyn Farm Park. Joel completed spraying on the property. Larry shared that harvest has been completed.
- b. **Yamhill Oaks: Masonville & Gopher Valley:** Gordon Cook completed mowing on a 20-acre parcel of Masonville as well as two areas on the Gopher Valley property. Josh mowed several sections around the Gopher Valley house. Barbara requested the formation of a committee to discuss how to move forward with the Gopher Valley house. Dave, Sam and Leo volunteered to take part on the committee with Larry and Josh.
- c. **Miller Woods: Trail Race, October 12 (Report):** Josh shared that the Annual Miller Woods Trail Race went well. 109 competitors took part in the race and over \$3000 was raised for the Miller Woods Restroom Fund. Larry, Josh, Sonya and Joe completed the two new nursery pads needed to accommodate this year’s United States Fish & Wildlife Service (USFWS) grow-out. Larry spoke with USFWS and reached an agreement to increase plant prices as prices have not increase for over three years.



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- d. **Mt. Richmond:** Josh spent two days with Riedman Land Stewardship training on the track loader and mowing.
- e. **Muddy Valley Habitat Reserve:** Josh installed chain link fencing in the soil around the dam to prevent further damage by beavers. He also installed a gate at the hayfield to allow for easier access.

Amie shared that she is working with USFWS on a project to convert the hay field to wetland prairie. USFWS will provide the design. The district will apply for an OWEB large restoration grant to assist with project costs. Work will not take place until the hay lease expires in 2021.

Amie shared that she has fielded several phone calls concerning hunting on the property. There has been confusion on whether or not the property is open to hunting as it has been listed in the emergency hunt zone. The district was contacted by a biologist from ODFW about allowing hazing of the herd on the property.

- f. **Yamhela Oak Conservation Outlook:** Josh reported that he spent time mowing on the property. Larry shared that Josh has spent time training on several pieces of equipment and thanked Josh for his hard work.

11) NOXIOUS WEEDS: Joel reported that his main focus during the month of October was the treatment of knotweed. He spent four days spraying between Newberg and McMinnville. Joel also worked with the Willamette Education Service District (ESD) to mow and treat garlic mustard and knotweed on their property. Joel is currently conducting outreach for a new weed grant. His outreach included a meeting with Mark Lago, the new Yamhill County Public Works Director. Joel also shared that he contacted Recology and received confirmation that they are able to recycle triple rinsed pesticide containers.

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

13) BOARD MEMBER REPORTS:

- a. Dave asked if the district had followed up with Susan Watkins regarding the Oregon Community Foundation funds for youth forestry education. Julie confirmed she had reached out and had not heard back at this time. She will follow up with Susan and report back at the next board meeting.
- b. Barbara shared that she attended the Dobbles Estate Element event on Sunday. She reviewed that ten percent of the proceeds from this year's Element sparkling wine will be donated to the district. Approximately 600 people were in attendance. Barbara shared a booth space at the event with James Cassidy and noted that he should be kept in mind as a speaker for next year's annual meeting.

14) AGENCY REPORTS:

- a. **Natural Resource Conservation Service (NRCS):** Thomas shared that NRCS is still accepting EQIP applications. The deadline for those applications has not been set but will likely take place mid-December. He also reviewed that hazelnut CIS applications are currently being accepted. Thomas proposed two dates for local work group meetings, February 12th at Miller Woods and February 28th in Grand Ronde.
- b. **Greater Yamhill Watershed Council (GYWC):** Luke shared that he will be working with an intern from Oregon State University (OSU) fish and wildlife program. The intern will be completing 200 hours with the GYWC with her main focus on Coho salmon spawning evaluations. Luke will be hosting a



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community presentation on December 3rd concerning the spawning evaluations and several volunteer opportunities.

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

16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 10:44 am.