



Monday, June 29, 2020

2A-1

Special Board Meeting Minutes and Budget Hearing

YAMHILL COUNTY AUDITORIUM | 2050 NE LAFAYETTE AVE. | MCMINNVILLE, OR 97128

Date: 7-8-20

Authorized Signature: _____

FINAL

DIRECTORS:	Present	OTHER/GUESTS:	Present	SWCD:	Present
Barbara Boyer	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Larry Ojua	<input checked="" type="checkbox"/>
Gordon Cook-late	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Ximena Orrego	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Pat FitzGerald	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Leo Krick	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Sam Sweeney	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

- 1) CALL TO ORDER & AGENDA REVIEW:** Barbara called the meeting to order at 4:35 pm and reviewed attendance. All board members attended the meeting, with six participating in-person at the meeting, and one attending via conference call (Pat FitzGerald). No public members or guests called into the conference call line or attended the meeting in person. Barbara explained the purpose of Special Board Meeting is to provide a venue for the 2020-2021 Budget Hearing, and to cover other district business in advance of the July 8, 2020 board meeting. The Special Board Meeting was legally advertised in the *News Register* in conjunction with the *Notice of Budget Hearing (Form LB-1)*. It was also advertised on the district’s website.

Temporary Recess for Budget Hearing

- 2)** As a first order of business, Barbara Boyer announced a temporary recess of the board meeting, and convened the Budget Hearing at 4:40 p.m. Larry Ojua informed the board of errors that occurred in *Form LB-1 Notice of Budget Hearing*, which was published in the *News Register*. The total amount of the budget was published correctly. However, three lines had incorrect entries, including transfers, contingencies and unappropriated ending balance. The budget approved by the budget committee is accurate and is the identical budget being presented at the June 29, Budget Hearing for comment and subsequent approval by the district board. Larry consulted with the auditors Scott Schlag and Devan Esch, and with Melanie Cutler from Oregon Department of Revenue about the errors in *Form LB-1*. According to Melanie, the district is not required to republish *Form LB-1*. To address the errors, the district needs to document the errors in the minutes and provide the corrected *Form LB-1* at the Hearing. The minutes from this meeting satisfy this requirement, and the revised/corrected *Form LB-1* was provided at the hearing. For additional transparency, the district posted the corrected form on its website.

Following Larry’s comments and explanation, Barbara Boyer asked for public comment. No public comment was provided. Barbara Boyer adjourned the budget hearing at 4:45 p.m.

Reconvene Board Meeting

- 3)** Barbara Boyer reconvened the board meeting at 4:45 p.m.



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4) BUDGET ADJUSTMENTS AND ADOPTION OF FINAL BUDGET AND RESOLUTION: Larry noted, one additional time for the record, that corrections to *Form LB-1* have been made as discussed in the Budget Hearing. Larry had no other recommendations for budget adjustments. He presented and reviewed Budget Resolution #062920 for the board’s consideration. He noted that the resolution amounts are consistent with the approved budget, and the corrected *Form LB-1*.

Barbara Boyer moved, and Dave Cruickshank seconded a motion to approve Resolution #062920 and to adopt the budget, make appropriations, and levy taxes. The resolution is attached to the minutes. Motion passed unanimously.

VOTE RECORD: Approve Resolution 062920 and the 2020-2021 FY Budget as Presented.					
	DIRECTOR	Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
	Ximena Orrego	<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 type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5) NEW BUSINESS:

a) Request from Miller Woods neighbor to approve 20 ft. set-back along property line for storage building: Larry briefed the board on a request from Sara and Daniel Osborne, who live adjacent to Miller Woods. They have an existing storage shed located approximately five feet from the property line. The building needs to be replaced as it has structural problems. They would like to replace it in a location that is approximately 20 feet from the property line. The county requires a 30-foot set back unless the neighbor agrees to a smaller set back. The Osborne’s are asking if the district would support a 20-foot set back from the property line. After a brief discussion, Dave Cruickshank moved, and Sam Sweeney seconded a motion to support a 20-foot set back. The motion passed unanimously. Larry will follow-up with the Osborne’s and draft correspondence communicating the district’s decision.

VOTE RECORD: Approval to support a 20-foot set back along the Miller Woods property line for Daniel and Sara Osborne.					
	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"/>
	Ximena Orrego	<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 type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

b) Discussion on the terms and timeline for the Dupee Valley Purchase and Sale Agreement: Larry provided an update on the Willamette Wildlife Mitigation Program (WWMP), and the next steps relating to the Purchase and Sale Agreement (PSA) for the Dupee Valley property. The property has been recommended for WWMP funding. However, due to Covid-19, there is still some uncertainty with respect to exactly how much funding Bonneville Power Administration (BPA) will be able to provide in this year’s funding cycle. Because of the current ranking,



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the Dupee Valley project will not be funded unless BPA increases funding over its base level of 100%. BPA has authority to raise the level to 120%, which would ensure the Dupee Valley project would be funded. However, BPA will not announce their funding decision until late September.

Larry talked with Dick Duncan about seeking a short-term time extension from the seller, which would be accomplished through an amendment to the PSA. An extension would allow the district adequate time to receive notice from BPA and secure an appraisal, which is needed to execute the terms of the PSA. It will allow the District to postpone incurring a significant cost for an appraisal until it knows whether the project has a secure funding commitment. Larry reviewed the general terms of a proposed amendment which include a request for a 90-day extension of time to complete the appraisal (from August 15 to November 15), a 60-day extension of the closing date (from October 31 to December 31), and a one-week extension of the notification time to inform the seller of BPA’s funding recommendations (from September 30 to October 7).

The board discussed the proposed approach and instructed Larry to pursue this with Dick Duncan. Pat FitzGerald moved, and Gordon Cook seconded a motion to request an amendment to the Purchase and Sale Agreement according to the general terms Larry described, and approve up to \$1,000 in additional earnest money payments if needed, to secure the amendment.

VOTE RECORD: Approval to pursue an amendment to the Dupee Valley Purchase and Sale agreement for extension of time.					
	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 checked="" type="checkbox"/>
<input type="checkbox"/> Tabled	Dave Cruickshank	<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"/>
	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"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- c) **Update from Employee Relations Committee (ERC):** The ERC informed the board the district received six applications for the District Operations Manager recruitment. The ERC has reviewed applications and selected three applicants to interview. The ERC has drafted interview questions and is making plans to schedule interviews.
- d) **Update on work accomplished at Chegwyn Farm:** Larry updated the board on the clean-up work that has been completed at Chegwyn Farm. Jim Hurl volunteered to help with clean up and used his equipment to pile brush. Sam Sweeney completed the clean-up work that was discussed at the June board meeting. Josh and Larry worked on the property as well. The board approved up to \$4,000 for reimbursement to Country Heritage Farms to remove and stack brush at the farmstead, and to remove tree branches from the old walnut orchard located on the north side of the property. Sam commented that the work took longer than anticipated, but he wanted to make sure the clean-up was done thoroughly. Sam informed the board Country Heritage Farms is donating services to the district for the extra work completed. This included additional clean-up around the farm buildings, consolidation of old brush piles previously burned on the north part of the property, and work in the lower field (north side of property) to accommodate access for an irrigation pump. Board members voiced their appreciation to Sam and Country Heritage Farms for their work and donation of services.
- e) **Update on Gopher Valley home:** Larry informed the board the remodel plans have been completed by Marcia Mikesh. The plans have been sent to the Gopher Valley committee members for review. The board indicated it



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wanted to provide a gift to Marcia for her contributions and donation. Barbara asked members to bring ideas to the July 8 board meeting. The board affirmed its position to authorize the committee to oversee implementation of the repairs and to move forward with the project with one or more contractors. The committee will hold a conference call soon to identify next steps.

- f) **Update on Miller Woods reopening:** Larry informed the board that Miller Woods has reopened using the on-line reservation system. The district has received about 20 phone inquiries, with varying levels of feedback. Overall, people are pleased the property is open. The district will continue to face challenges with Covid-19 restrictions associated with public venues. Using a reservation process and limiting the number of people in the parking area is helping meet the state's expectations for social distancing.
- g) **Reminder of completing the OACD Eligibility Survey:** Barbara reminded board members to complete the OACD Survey and send it to Julie and Jessica by this Friday. Julie and Jessica will consolidate the information for review at the July 8 board meeting.
- h) **Land Use - Upcoming public hearing to reopen the record on remand of Board Order 16-66:** Larry provided information about an upcoming hearing relating to Board Order 16-66. The board discussed the opportunity to submit written comments. The district has testified, provided written comments, and voiced concerns in the past about water quality, blowing trash, impacts to agriculture, and environmental concerns associated with the proposed landfill expansion. The consensus of the board was to draft comments for board review at the July 8 board meeting. Sam, Larry and Leo will develop a draft for the board's review. Comments are due to Yamhill County on July 8.

6) **PUBLIC COMMENT:** There were no additional public comments

7) **ADJOURNMENT:** Barbara Boyer adjourned the meeting at 5:25 pm.