




Wednesday, June 10, 2020
Board Meeting Minutes

*BOARD MEETING BY TELEPHONE CONFERENCE ONLY

Date: Approved July 8, 2020

Authorized Signature: 

DIRECTORS:	Present	PARTNERS/GUESTS:	Present	SWCD/NRCS:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Hank Wyman	<input type="checkbox"/>	Larry Ojua	<input checked="" type="checkbox"/>
Gordon Cook	<input checked="" type="checkbox"/>	Marianna (GYWC) Intern	<input checked="" type="checkbox"/>	Julie Lorenzen	<input checked="" type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>	Daniel Fisher	<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"/>	NRCS:		Amie Loop-Frison	<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"/>	Sonya Wilkerson	<input checked="" type="checkbox"/>

1) CALL TO ORDER & LATE AGENDA ITEMS: Barbara Boyer called the meeting to order at 7:30 a.m.

Note: Today's meeting did not convene in a public setting but was held by telephone conference call. Information and access codes were provided in advance; on the district's website, the local newspaper (News Register) and sent with board packets to the district's distribution list.

2) BOARD MINUTES: The board reviewed the minutes from the May 13, 2020 board meeting. Pat FitzGerald moved, and Ximena Orrego seconded a motion to accept the minutes as presented. The motion passed unanimously.

VOTE RECORD: Approve the May 13, 2020 Board Minutes 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 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 checked="" type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3) TREASURER'S REPORT: The board reviewed the May 2020 Treasurer's Report. Pat FitzGerald moved, and Ximena Orrego seconded a motion to accept the Treasurer's Report as submitted.

VOTE RECORD: Approve the May 13, 2020 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 checked="" type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Discussion/Questions: Pat asked about a deposit, for Miller Woods, referencing the Savannah Trail donation. Larry explained that this was a private donation for a specific trail, the Savannah Trail, recently installed at Miller Woods. He noted this is separate work from the OR Parks Department, Recreational Trails Program (RTP) grant.

4) REVIEW CORRESPONDENCE: Correspondence included newsletters, meeting announcements, and miscellaneous magazines. Larry noted that Jessica or Julie will address date sensitive materials and/or mail anything board member specific or needing attention or a response.



Wednesday, June 10, 2020
Board Meeting Minutes

2A

5) OLD BUSINESS:

- a. OACD Teleconference:** Pat shared that Anna Freitas left OACD at the end of April. She had been hosting the monthly calls. Pat noted that she didn't do an April report, but a brief May report was done. This was mostly information about reopening and state plans that affect district operations. Jan Lee is keeping OACD website updated on tools and next steps and stays close to the governor's office for any breaking news on state reopening issues. The website is kept current and offers a lot of information for reopening and other district resources. Barbara has information on a webinar, June 18, if anyone is interested. Oregon Conservation Partnership is offering a webinar, "How to reopen after a Pandemic" with a law firm guest who will be speaking and sharing information. Contact Barbara if anyone is interested in the information and/or would like to participate.
- b. RCPP Update:** Amie reported that she has no updates and is still waiting to be contacted by the NRCS state office staff to begin negotiations on the agreement. The agreement will expand upon the application and outline details on the work to be completed through NRCS funding.
- c. Purchase Sale Agreement Update:** Larry said that the district has satisfied the earnest money requirements in full. The purchase is in a holding pattern until we receive ranking from WWMP. We will learn more, but we are not held to an obligation, at this time. We are also waiting for the results from the presentations.
- d. WWMP Update:** Amie made presentations on both district WWMP property applications to the Technical Review Team on June 3rd. These presentations focused on program scoring criteria which will result in ranking all applications in order to be funded. Sponsors should be notified of results in the next week or two. The next step will be for the Wildlife Advisory Group to make funding recommendations to the ODFW Director in July.

6) NEW BUSINESS:

- a. OWEB Cuts:** Barbara shared that OWEB is funded by Measure 76 lottery dollars and therefore has negatively affected their budget with the fallout of COVID-19. She reported the funding breakdown and information:
 - i. Grants: 65% is grant funding which is managed by the OWEB Board; 35% is OWEB's operating costs. OWEB has been asked to reduce their operating costs by 33%; this reduction results in the loss of approximately 11 of 36 employees. However, five of those 11 will be running a new program, Food Security Farm Workers Program, through the Coronavirus Aid, Relief, and Economic Security (CARES ACT). Barbara doesn't have a lot of details for this program but will be attending OWEB meetings this afternoon and tomorrow and will have a better understanding and able to share more.
 - ii. Marie gave an update on the status of OWEB funding for the small grant team. She said they have approximately \$25,000 of the \$100,000 allocation for the biennium. They are on track to allocate the rest of the funds in the next grant round. Normally, this would make the team eligible for additional funding to allocate in the region, usually between 25-30k, but because of OWEB budget shortfalls there will be no additional funding. After August, it is unlikely there will be OWEB small grant money available to fund FY 20/21 new projects.
 - III. Larry shared updates for the RCPP. OWEB provided funding in the amount of 72,050 for technical assistance. This allows the district to continue the work until NRCS funding is secured. The district has spent about 50% of the 72,050.
 - IV. The district had planned to apply for OWEB grant funding for the Masonville property. With the scope of their funding from lottery dollars, Larry noted that it will be more competitive and harder to get funding.
 - V. It is still unclear regarding the SIA Funding. Barbara shared that OWEB is researching federal funding options, such as Pacific Coast Salmon Recovery Funds and others, to backfill shortfalls from lottery dollars. She reiterated to stay tuned for updates.



Wednesday, June 10, 2020 Board Meeting Minutes

2A

- b. SWCD/OACD Eligibility Survey:** Larry sent the survey to board members on June 8. Barbara explained that the survey is in relation to HB 2958 regarding Oregon SWCD director eligibility. Barbara was part of a workgroup to review and then develop the survey. The survey is an effort to gain input from all Oregon district board members. A decision was made to place this topic on the agenda for July 2020, for further discussion. Each director needs to complete a survey, return to Julie and the findings will be compiled and sent to Jan Lee no later than August 20.
- c. Filing Deadline for Elections:** Barbara shared that the filing deadline is August 25. Four Board Member positions are open for the November 3, 2020 Election. They are:
 - i. Leo Krick (Zone 3)
 - ii. Sam Sweeney (Zone 5)
 - iii. Gordon Cook (Zone 4)
 - iv. Barbara Boyer (Zone 2)

7) DISTRICT MANAGEMENT:

- a. District Operations Position – Update.** Larry shared that six applications were received. Julie emailed and then mailed copies of applications to ERC Members; Barbara Boyer, Dave Cruickshank, and Leo Krick. Julie also mailed and emailed them to Ximena Orrego. Upon learning none of the mailed application copies were received, Julie will resend them today. Barbara, however, did receive hers as she picked them up at the office, in person.

Following a brief discussion, the ERC will meet to discuss “next steps”. A telephone conference call will be held on **Wednesday, June 17, 2020 at 9 a.m.**, with Barbara Boyer, Dave Cruickshank, and Leo Krick. Julie will coordinate and communicate the details for the conference call.

- b. Management During the COVID-19 Pandemic: Office Status Update** There are currently no updates.
- c. Office Duct Cleaning – scheduled soon:** Larry noted that in response to the various allergy and allergic type symptoms experienced by several staff, there will be extensive cleaning of the duct system, and it is scheduled soon. The carpets have also been recently cleaned.
- d. Budget Meeting Location and Details:** Monday, June 15 at the Yamhill County Auditorium, 2050 NE Lafayette Ave. at 6:30 p.m. with call in/video option. Larry asked the directors how they planned to participate. All directors, except Sam, confirmed that they will attend in person. Sam was undecided. Larry advised members that we will discuss more details for the meeting, in a separate communication.
- e. Grants: OSWB, Weed Grants – 2019 & 2020:** Larry reported that most of the agreement for the OSWB weed grants have been completed and some will be finished up and completed by the end of this month. We will close out at that time for final requests for payments and reporting.

We are compiling details and copies for the RCPP request and will be sending that in as soon as it is complete.

OWEB CREP: We are no longer managing the CREP Grant. It is being managed by Clackamas for a four-county area. They are actively doing a recruitment to fill the CREP position. In addition to Clackamas, the CREP position will provide TA in Marion, Clackamas, and Yamhill counties. Each district will provide financial commitment. Our district’s commitment for 10,000 to pay for Josh’s salary will be reported as in-kind match. Josh will provide training and orientation to the new hire for the match. His CREP training time will be paid from either the General or Special Projects Fund.

- 8) EDUCATION & OUTREACH:** There wasn’t anything reported for Education and Outreach.

9) LAND USE:

- a. Land Use Table:** Sam commented on Land Use docket for Cove Orchard, zone EF20 makes sense but send in our concerns about water, may need to drill another reading between the lines. Noxious weeds, Water quality and availability. The deadline for comments is June 24.



10) DISTRICT MANAGED PROPERTIES:

- a. **Chegwyn Farms: Walnut Orchard Clean-up:** Josh shared that Jim Hurl did a significant amount of work throughout the orchard. Sam came out with his dozer to assist with the cleanup. Josh cleaned up limbs around the orchard and the group was able to burn the debris last week. The fire trailer was on hand and used to wet the roof of the shed as a precautionary measure. Sam will continue working on the slope containing the dead walnut trees. Larry reviewed the next steps on the property and that he has spoken with Jack Bernard's about disking. Larry recommended, to the board, consideration for Jack to farm the area for free the first year.

Larry commented that Charlie and Betty are thrilled with the work, noting the transformation now provides a nice view. Barbara drove by the property and complimented the crew on their great work. She was contacted by some Chegwyn neighbors who expressed their thanks for the respectful way the project was managed and the outcome.

b. **Yamhill Oaks:**

- i. **Masonville:** Josh will continue spraying and mowing throughout June and July. He commented that summer is the busy season for mowing and spraying throughout the district properties.
- ii. **Gopher Valley:** Josh has been spraying several areas at Gopher Valley. He noted that the Institute for Applied Ecology (IAE) has an OWEB prairie restoration grant, here and other properties. The spray work is used as grant match and is site prep to get the area ready to plant to native prairie.
 1. Larry and Josh met with the home committee and scheduled a workday. The work took place last week with Dave, Leo and Pat. The group was able to complete many tasks including the removal of debris, burn piles, stripping the porch to studs, removal of materials and tiles in the kitchen, and stripping of bathroom. The goal is to save the contractor time and the district money. Josh thanked the committee for all their help and hard work.
 2. Larry hired a track hoe operator who completed shaping around the home site as well as septic work. Josh commented that his rate was very reasonable.
 3. Larry thanked the board members for their help. He reviewed the next steps which will include;
 - a. Finalize plans for the house and hire contractors.
 - b. Larry spoke with Marcia Mikesh, the architect working with the district, to review her notes and sketches. Marcia supports the removal of the wall between the kitchen and living room. Larry will review her plans and meet with the home committee soon to discuss options and hire contractors.
 4. Josh reviewed that Riedman Land Stewardship will be treating hawkweed on the property. He also spoke with Steve Trask, from United States Fish & Wildlife (USFW), regarding a project to survey the creek running through the property to determine the fish species present.

c. **Miller Woods:**

- i. **Reopening:** The Miller Woods Committee, Sam Sweeney, Pat FitzGerald, Ximena Orrego, with staff Marie and Sonya, met recently to discuss reopening plans. The plans focused on the ability to implement and encourage safety to align with Oregon's parameters. Marie reported that an online registration system, on the district website, has been implemented to help control number of people on the trails as well as vehicles in the parking lot. Registration includes offers, 2-hour segments, 3 per day, (includes morning, mid-day and afternoon).

Members First: The first two weeks will be for members AND THEN WILL OPEN FOR THE GENERAL Population of Yamhill County citizens (out of county persons will be encouraged to find places to visit closer to their homes.



Wednesday, June 10, 2020
Board Meeting Minutes

2A

Some stipulations include:

No Public restrooms

Trails with one-way directional arrows and more. following discussion, the board and the MW committee agreed we should give this a few weeks and see how it works and adjust accordingly. The committee will follow-up next month with updates. To date there are eighteen reservations made.

- d. Mt Richmond:** Josh shared the Institute of Applied Ecology (IAE) will continue spraying the property.
- e. Muddy Valley Habitat Reserve:** Josh mowed the property and with help from Pat moved the Kubota back to Miller Woods. He thanked Pat for his help.

Josh noted there are two entrances to the property; The main entrance to the home and another giving access to the northern portion of the property. He spoke with the county regarding the permit process to widen the northern access. The county offered to waive the permit fee. To complete the project the district will need to install a culvert, remove a few trees, and bring in rock. Widening the road will provide better access for future projects and will be necessary if the wetland conversion project with USFW is funded.

Barbara asked if the northern portion of the property will be farmed this year. Josh confirmed that, yes it will be farmed, and he believes this is the last year of harvest. Larry shared that the lease on the northern field ends after the harvest in 2021.

- f. Yamhela Oak Conservation Overlook (YOCO):** Josh shared that he will be working with Gordon Cook on mowing the overlook/former pasture area. He will be spraying the property as well.
 - i.** Miller Timber reached out to Josh regarding the thinning project at YOCO. Currently, they are unable to take on the project. They shared concerns with Josh including accessibility and the presence of hardwoods. Josh will follow up with them as he has several questions. Josh is hoping to figure out a plan to make the harvest more profitable, but the district may have to find another operator with lower operating costs. Barbara recommended speaking with Ken Nygren for suggestions.
- g. Insect Traps:** Larry received an email from ODA about their interest in partnering with the district to install traps for gypsy moths and other insects. Larry recommended letting staff decide if they can accommodate this project and commented that it would be nice gesture to take on for ODA as time allowed. The board agreed by consensus it is a worthwhile project and to let staff allocate time if feasible.

- h. Fire Trailer:** Larry shared that a new fire trailer will be delivered this week. The district was able to order a self-contained, fire trailer that meets ODF requirements. This purchase was the result of grant funding provided by the Siletz Tribal Charitable Contribution Fund. Josh noted that it will arrive tomorrow, Thursday, May 14.

Larry mentioned he would like to apply for another charitable foundation tribal grant to share cost for an equipment trailer. The main objective or use would be to move the track loader. Josh added, at this time we are dependent on renting a trailer and this is sometimes challenging to secure one with the correct weight hauling capacity.

- 11) NOXIOUS WEED REPORT:** There were no comments or discussion, other than the OSWB Grants discussed earlier. Sam inquired about the Annual Weed Committee Meeting. Following discussion, the board felt it would stand to reason to forgo this year's meeting, based on the Covid-19 restrictions for public meetings. The district will submit a letter to the county to report the decision to cancel the 2020 meeting and restate the 2019 Weed List, as is, without change. We will also include a note that the weed meeting will reconvene in 2021. Sam made a motion, and Dave Cruickshank seconded to cancel the 2020 District Annual Weed Meeting. The district will send a letter to the county and reactivate the weed list for 2019, without changes. The Yamhill County Weed Committee Annual Meeting will reconvene in 2021.



Wednesday, June 10, 2020
Board Meeting Minutes

11) (cont.)

VOTE RECORD: Cancel the 2020 Annual Weed Meeting and send a letter to the County as stated.					
	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 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 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"/>

12) BOARD REPORTS:

- a. Pat asked Barbara for the most current OWEB Tide Gate Projects Report. He shared that he participates in the NACD Coast Resource Policy Group Committee, focusing on coastal conservation. He requested the information which supports their work well and hopes to report back to the group, this Friday.
- b. No other reports provided

13) STAFF REPORTS: There was no discussion

14) AGENCY REPORTS

- a. Thomas reported that NRCS is doing a second round of funding for Ag Water Quality, writing contracts, and moving forward with current funding. He noted there are currently five Conservation Stewardship Program (CStP) Contracts; two ag and three forestry.
- b. Luke reported the following:
 - i. Cozine Partnership and weed control: Riedman spot spraying at private and public properties along Cozine Creek in McMinnville. Finished Garlic Mustard Survey along Cozine Creek Flood Plain. Effectiveness indicated as distribution stopped before crossing fellows. He touted this as a big success.
 - ii. Camas Harvest Camas, Cozine Creek restoration area., Marianna, Intern, will be helping collect seed this year. 5 gallons were gathered last year, and he hopes to collect 10 Gallons this season.
 - iii. Luke reported that he has received the fish snorkel inventory and shared some of those statistics noting that coast salmon was most abundant and distributed, more than cutthroat trout. He will eventually do a fish data presentation, but it will be later due to Covid-19 and public gathering ruling.

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

16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 9:16 a.m.