




**Wednesday, July 8, 2020**  
**Board Meeting Minutes**

Approved

2A

\*BOARD MEETING BY TELEPHONE CONFERENCE ONLY

Date: APPROVED 8-12-20

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"/>	Luke Westphal	<input checked="" type="checkbox"/>	Julie Lorenzen	<input checked="" type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>		<input 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"/>	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 type="checkbox"/>	Sonya Wilkerson	<input 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 June 10, 2020 board meeting. Pat FitzGerald moved, and Leo Krick seconded a motion to accept the minutes as presented. The motion passed unanimously.

VOTE RECORD: Approved the June 10, 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 checked="" 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"/>

**SPECIAL BOARD MEETING MINUTES:** The board reviewed the minutes from the June 29, 2020 special board meeting. Dave Cruickshank moved, and Pat FitzGerald seconded to approve the minutes. Ximena asked for clarification on the opening and closing times of the budget hearing. Barbara explained it was left open long enough for public comments to be brought forward. Larry reviewed that the budget hearing was adjourned, and board meeting reconvened at 4:45 pm rather than the 4:40 pm times stated in the minutes. The minutes will be corrected to reflect these time changes. The motion carried, with a unanimous vote, to approve the corrected minutes.

VOTE RECORD: Approved the June 29, 2020 Special Board Meeting Minutes as Corrected.					
	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"/>



**3) TREASURER’S REPORT:** The board reviewed the June 2020 Treasurer’s Report. Sam Sweeney moved, and Pat FitzGerald seconded a motion to accept the Treasurer’s Report as submitted.

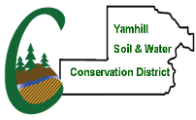
<b>VOTE RECORD: Approve the June 2020 Treasurer’s Report.</b>					
	<b>DIRECTOR</b>	<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Motion</b>	<b>Seconded</b>
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<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 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"/>

**Discussion/Questions:** Sam asked for clarification on a payment made to Zippy Fiber. Julie reviewed that Zippy is the districts internet provider and was formerly known as Frontier.

**4) REVIEW CORRESPONDENCE:** Correspondence included newsletters, meeting announcements, and miscellaneous magazines.

**5) OLD BUSINESS:**

- a. OACD Teleconference:** Pat participated in and shared several highlights from the June OACD teleconference, including:
  - The Food Security and Farm Workers Safety program in Oregon received \$30 million dollars in funding with a cap of \$20,000.00 per awarded grant. Five OWEB employees have been temporarily reassigned to the administration of this grant.
  - Pat reviewed information about a ground water study in the Harney basin.
  - Barry Bushue has been appointed as the new state director of Oregon and Washington for the Bureau of Land Management (BLM).
  - Pat also shared information regarding a mailer he received concerning the benefits of using bio solids in place of fertilizer.
  - Barbara shared that OACD has relinquished its lease with Marion SWCD and all OACD staff are now working from home.
- b. RCPP Update:** Amie reported that the district is closing out the current RCPP grant and she was able to fulfill contracts for three additional landowners. Amie is still waiting on the new RCPP contract but did receive a template from Leo Preston of the agreement to start reviewing.
- c. Purchase Sale Agreement Update:** Larry reviewed information from the special board meeting concerning the amendment to the purchase sale agreement. The amendment has been presented to the seller but the district has not received a response to date. Leo asked for clarification on why the district cannot wait another year to submit the WWMP application for the property. Larry explained that the purchase sale agreement expires in October and the sellers do not wish to wait another year at this time.
- d. WWMP Update:** Amie shared that she will be listening in on a Wildlife Advisory Group (WAG) meeting today at 9 am. They will discuss funding for WWMP projects. The WAG will then forward their funding recommendations to the Director of Oregon Department of Fish & Wildlife.
- e. OACD Questionnaire Review:** Barbara thanked the board for providing their responses to the district survey. Jessica compiled the results and they will be submitted to OACD this week.



Wednesday, July 8, 2020  
**Board Meeting Minutes**

**2A**

- f. **Miller woods – 20’ setback – Letter to County:** Larry submitted a letter to the county planning department concerning the districts agreement to a 20-foot setback from the Miller Woods property of the Osborne’s adjacent property.
- g. **Budget Committee Meeting Minutes:** The board reviewed the budget committee meeting minutes and agreed, by consensus, to approve the minutes as presented.

**6) NEW BUSINESS:**

- a. **OWEB Funding Challenges and Next Steps:** Barbara shared that the state of Oregon was awarded \$31 million under the CARES act for the Food Security and Farm Workers Safety program. She reiterated that five OWEB staff members have been reassigned to the administration of the Farm Workers safety program. Due to OWEB budget cuts, the employees may be facing a lay off when the program ends in October.
- b. **FY 2020-21 Budget Approved:** Larry confirmed that the budget has been approved. He and Julie are finalizing the budget packet that will be provided to various agencies. Barbara asked for clarification on who receives the budget packet. Larry will confirm the recipients and share that information with the board.
- c. **American Tree Farm Certification:** Larry was contacted by Jeremy (last name) regarding a lapse in the districts American Tree Farm Certification at Miller Woods. The district will need to have a new inspection of Miller Woods conducted in order to renew. Larry asked the board for their input on renewing the certification. There was discussion concerning the cost of participating in the program as well as the inspection. Larry will speak with Jeremy to gather details of the program including all costs associated with certification. Dave commented that he has participated in the program in the past and the inspection does require extensive book keeping. The board agreed, by consensus, to move forward with the certification process.

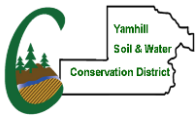
**7) DISTRICT MANAGEMENT:**

- a. **District Operations Position – Update:** Larry shared that the district and ERC committee will conduct three interviews on Friday, July 10th at the county auditorium. One interview will be conducted in person and two via remote communication. Ximena asked if there is a specific time frame she should reserve for the interview process. Larry reviewed that the interviews will take place at 9:30 am, 11 am, and 12:45 pm. He recommended that the committee set aside 8 am to 3 pm to allow for preparation and discussion before and after the interviews.
- b. **Management During the COVID-19 Pandemic – Office Status Update:** Thomas shared that the NRCS is still in Phase 2 of reopening. There are no new changes to procedures at this time.
- c. **Office Duct Cleaning – Update:** Larry has no updates on the status of the duct cleaning at this time.
- d. **Grant Management – Update, OSWB:** Larry reported that Marie is taking the lead to submit reports to close out 19/20 and coordinating the application process for FY20/21. Julie is supporting with financial requests.
- e. **McMinnville Area Community Foundation (MACF):** There was discussion regarding yearly distributions from the districts MACF fund. Larry reported that the district does not currently receive a distribution from this account. Yearly distributions take place in January. The board agreed by consensus, to revisit the yearly distributions during each January board meeting.

**8) EDUCATION & OUTREACH:** There was no comment or discussion.

**9) LAND USE:**

- a. **Land Use Table:** Sam commented on application C-12-20/SDR-13-20 concerning a private camp ground. Ximena commented that while the land is not high value farmland, it is an interesting land use request. Larry recommended two board members draft a letter. Pat and Sam volunteered to assist Larry in drafting a letter to the planning department highlighting the districts concerns.



- b. Landfill Hearing – Comments:** Larry worked with Sam and Leo to draft a letter that will need to be submitted later today. The landfill hearing takes place on Thursday, July 9<sup>th</sup>. Sam Sweeney moved, and Leo Krick seconded to approve the letter for submission. The motion passed unanimously.

<b>VOTE RECORD: Approve the landfill letter for submission.</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 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 checked="" 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"/>

**10) DISTRICT MANAGED PROPERTIES:**

- a. Chegwyn Farms: Walnut Orchard Clean-up & Firewood Sources:** Josh reported the walnut orchard cleanup is complete. Sam Sweeny spent several days working on cleanup. Tom Sweeny completed removal of the standing dead walnut trees near the back of the farm. There will be piles to burn later as part of the final clean up. Jack Bernards is working on field cleanup and preparing the area near the homestead for planting this fall.

**Firewood:** Hope on the Hill is still working on removing firewood from the property. Barbara asked for updated timeline for the firewood removal. Josh is hopeful they will have it complete in the near future.

- b. Yamhill Oaks:**

- I. **Masonville:** James and Josh spent four days spraying around the property. Josh shared that the work done in the past to control invasive species is beginning to pay off. Gordon mowed the field adjacent to the wetland area. Josh thanked Gordon for his work.
- II. **Gopher Valley:** Josh and James spent several days treating mouse eared hawkweed on the property. The treatment will need to be repeated over the next two years. Josh also spent time mowing along the roads.
  - i. PGE came out last week to disconnect the meter on the pole along the creek. PGE will install a new pole and meter, but the district will need to install a service pole in the future to irrigate if needed.
  - ii. Josh and Larry have met with several contractors to review projects around the home. The Gopher Valley Home Committee will need to meet again to discuss contractor options and prioritize projects.
  - iii. Barbara shared that she would like to move forward with providing a gift to Marcia Mikesh for her service to the district. Several ideas were discussed, including presenting something at the annual meeting. The board agreed by consensus to provide Marcia with a district hat, t-shirt and Miller Woods membership as well as presenting something at the annual meeting.

- c. Miller Woods:** Josh reported that the volunteers have continued working on the trail improvements under the RTP grant. He also shared that the visitor reservation system seems to be going well. Marie confirmed that reservations are working great with minor issues here and there. Pat commented on the influx of new members. Jessica confirmed that member numbers have increased significantly since May.

- d. Mt Richmond:** There were no updates at this time.

- e. Muddy Valley Habitat Reserve:** Josh shared that the hay harvest is underway. He will be meeting with United States Fish and Wildlife (USFW) in late July concerning the OWEB wetland conversion.

- f. Yamhela Oak Conservation Overlook (YOCO):** Josh reported that he met with Ken Nygren in June to conduct a site visit concerning the thinning project. Due to rising timber prices, Ken believes the district could make a small profit from the thinning if the project moves forward this year. Ken can begin the project as early as mid-August. Josh should receive a project proposal from Ken by the end of this week and will share that information with the board via email. There was discussion concerning the need to make decisions on the thinning project before the



**Wednesday, July 8, 2020**  
**Board Meeting Minutes**

next board meeting. The board agreed by consensus to form a subcommittee to allow for quick decisions on the project. Gordon Cook and Dave Cruickshank volunteered to participate on the committee.

- i. Marie volunteered to share contact information with Josh for another proposal on the project.
- ii. Josh will be working with Gordon later this week on mowing the overlook area.

**11) NOXIOUS WEED REPORT:** Larry was contacted by Susan Aldrich-Markham regarding the presence of Italian thistle throughout Yamhill County. Susan would like the districts support in controlling the invasive species at problem sites. Larry recommended that the district allocate up to \$3,000 to contract with a service provider for treatment of Italian thistle at problem areas. There was further discussion of the districts role in providing support for invasive species control. Larry also recommended that the roadside vegetation committee convene to discuss a strategy for controlling Italian thistle. Larry encouraged the board to reach out to the district if they are aware of an area where Italian thistle is present.

Dave Cruickshank moved, and Pat FitzGerald seconded allocating \$3,000 to assist with the control of Italian thistle in problem areas. The motion passed unanimously.

<b>VOTE RECORD:</b>					
	<b>DIRECTOR</b>	<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Motion</b>	<b>Seconded</b>
<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"/>

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

**13) BOARD REPORTS:** Barbara shared information regarding openings on both the State Board of Agriculture and the Pesticide Analytical Response Center (PARC). She also shared that Jim Johnson reported that Yamhill County officials have not designated the area in a drought but the federal government has. Sam asked for clarification on who makes the designation. Barbara will review the procedure and share more information with the board.

**14) AGENCY REPORTS:**

- a. Natural Resource Conservation Service (NRCS):** Thomas reported that the NRCS has received two applications for the second round of EQIP funding. He also shared updates to other NRCS programs including:
  - CSP rankings are underway and RCPP funding has been allocated.
  - The NRCS continues to assist with the delivery of the Farm Bill funds.
  - Thomas requested to be added to the August board meeting agenda to review Civil Rights compliance.
- b. Greater Yamhill Watershed Council (GYWC):** Luke reported that he and Marie, together with GYWC interns, were able to place between 140 and 150 invasive insect traps around Yamhill County. The interns will be checking the traps, three times, between now and Labor Day. The Oregon Department of Agriculture (ODA) is leading the project and will be working with other partners to deploy more traps in the area. ODA is looking for the presence of Japanese beetles, gypsy moths, and apple moths.
- c.** Luke also reported, due to OWEB budget cuts, new weed grant applications will not be awarded for FY 2020-21.
- d.** Barbara shared that, the local tribe might be a weed funding potential, to explore. She also asked for clarification on the number of invasive insect traps already deployed. Luke confirmed that 150 traps have been set out, about half of the traps ODA would like to see deployed. Barbara asked Marie what her time commitment to the project has been to date. Marie shared that she has spent a total of one day with the interns.

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

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