



**Wednesday, November 18, 2020
Board Meeting Minutes**

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***BOARD MEETING BY TELEPHONE CONFERENCE ONLY**

Date: _____ Authorized Signature: _____

DIRECTORS:	Present	PARTNERS/GUESTS:	Present	SWCD/NRCS:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Mike Burr	<input checked="" type="checkbox"/>	Larry Ojua	<input checked="" type="checkbox"/>
Gordon Cook (late arrival)	<input checked="" type="checkbox"/>	Casey Kulla	<input checked="" type="checkbox"/>	Julie Lorenzen	<input type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>	Luke Westphal	<input checked="" type="checkbox"/>	Josh Togstad	<input checked="" type="checkbox"/>
Pat FitzGerald	<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"/>	Wes Paul	<input checked="" type="checkbox"/>

1) CALL TO ORDER & LATE AGENDA ITEMS: Barbara Boyer called the meeting to order at 7:31 a.m.

Note: Today’s meeting did not convene in a public setting but was held by telephone and video 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 October 14, 2020 board meeting. Pat FitzGerald moved, and Sam Sweeney seconded a motion to accept the minutes as presented. The motion passed unanimously.

VOTE RECORD: Approve the October 14, 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 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 October 2020 Treasurer’s Report. Dave Cruickshank moved, and Sam Sweeney seconded a motion to accept the Treasurer’s Report as submitted. The motion passed unanimously.

VOTE RECORD: Approve the October 2020 Treasurer’s Report 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 checked="" 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"/>
	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"/>

Discussion: Ximena asked for clarification on the payment to the Government Ethics Committee. Larry explained that it is an annual requirement for every district.

Leo asked for an explanation on the type of gloves purchased for spraying. Josh clarified that he uses a thicker glove for protection while spraying.

Larry shared that the Oregon State Treasury LGIP interest rates have steadily declined over the last several months. The



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rates have dropped from 2% in April, to 0.75% currently.

4) REVIEW CORRESPONDENCE: There wasn't any correspondence to discuss. Staff will bring any significant correspondence or information, to the board's attention, as appropriate.

5) OLD BUSINESS:

- a. Equipment Trailer Purchase Update:** Josh shared that Reber & Sons installed a gooseneck hitch on the new equipment trailer.
- b. RCPP Update:** Amie reported that applications for the first year of the RCPP Program are due on Friday, November 20th. She has completed the paperwork for the previous round of RCPP funding and submitted all documentation to the state.
- c. Annual meeting – Postcard:** Barbara highlighted the postcard draft that was distributed with the board packet. Jessica shared that the postcard is complete and will be distributed via mail by next week.
- d. Willamette Wildlife Mitigation Program (WWMP) Update:** Larry reviewed the two funding applications the district is sponsoring through the WWMP, for properties referred to as Dupee Valley and Seven H Enterprises.

i. Dupee Valley:

- 1. **Appraisal:** The district has contracted with Duncan & Brown to prepare a yellow book appraisal.
- 2. **The Purchase Sale Agreement** was signed in February 2020 with two amendments.
- 3. The district will use existing funds within the approved 2020-2021 budget as an internal loan to purchase the property while waiting for BPA funding to be disbursed. \$300,000 will be transferred from the general fund, and \$150,000 from the Chegwyn fund. The funds will be transferred back to the accounts after BPA has reimbursed the district.
- 4. **Resolution 11-18-20 Dupee Property Purchase:** Barbara asked for clarification of proposed financial management of Dupee Valley Property in combination with the Muddy Valley Fund. Larry clarified that due to the proximity of the property to Muddy Valley, it makes sense to manage the Dupee resources from the Muddy Valley Fund and keep the number of funds in the budget. The district will be able to track the funds for each property within one fund. Larry reviewed Resolution 111820. The board will need to designate a representative from the district, to sign documents, as the property moves through escrow. Sam Sweeney moved, and Leo Krick seconded a motion to approve Resolution 111820. The motion passed unanimously.

VOTE RECORD: Approve Resolution 111820 for the purchase of the Dupee Valley property.					
	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 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"/>

- ii. **Seven H, Enterprises:** The second WWMP application approved was for the Seven H Property. The district will to need to move forward and secure an appraisal. Larry has received bids back from Tom Morgan, Tyler Woods and Matt Larabee. All bids are within \$2,000 of each other. The Hay Family has agreed to pay a portion of the appraisal cost. Larry recommended forming a committee consisting of Amie, Barbara, Larry and one other board member to review bid information and select an appraiser. The committee will also work with Jim Hay. Barbara Boyer moved, and Leo Krick seconded a motion to



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authorize the committee to work with Jim Hay in selecting an appraiser for the 7H property. The motion passed unanimously.

VOTE RECORD: Approve Appraiser Selection Process via committee authorization.					
	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 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 type="checkbox"/>	<input type="checkbox"/>

- iii. **Cherry Hill Farm:** The district has been working with Cherry Hill Farm over the last year to explore options under the WWMP program. Larry and Amie met with Leo Krick last week to discuss the family’s interests, and other details relating to a possible WWMP application for future acquisition. Larry advised the board that a motion to move forward with sponsoring Cherry Hill in the 2021 WWMP program should be considered if it is the district’s intent to serve as the project sponsor in 2021. Amie and Leo provided a summary of the parcel size, as well as projects that have been completed on the property. Amie is confident that the parcel is an excellent candidate for funding. An informational summary of the property will be provided for review in the next board packet.

6) NEW BUSINESS:

- a. **Pioneer Trust Bank – Update:** Pioneer Trust Bank (PTB) is continuing to work with TNC to pursue changes to the trust agreement. The new trust agreement would transfer responsibility of filing the 990 report to PTB. Larry received an update from Gary Hardy. PTB has identified a new attorney to work on the project (Barbara Jo Smith). The bank will continue working on restructuring the trust document which is expected to be completed by the end of December. This restructuring will change the district’s distribution to a consistent 5% annual yield, instead of the current variable rate. The district will receive an additional 1.0% distribution in 2021 to account for the difference.
- b. **Sokol Blosser Pollinator Project:** Wes shared that Susan Sokol Blosser would like to install a large, educational pollinator garden at the winery and that he has been working with her to help guide the garden project. He first met with Barbara and Larry to learn the details. Wes facilitated a meeting with Jeanie Taylor and Susan and has since collaborated an official partnership between the district and Sokol-Blosser. The district will be facilitating meetings and providing assistance with a grant application through the Siletz Tribal Charitable Contribution Fund.
- c. **Mid-Willamette Valley Council of Government Ordinance:** Tabled until the December board meeting.
- d. **OACD Officer Election:** Barbara reviewed the candidates for the 2020-21 OACD Board election. Each position is running uncontested. Sam Sweeney moved, and Pat FitzGerald seconded a motion to elect the candidates as presented. The motion passed unanimously.

VOTE RECORD: Approve the election of the 2020-21 OACD Board candidates.					
	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 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"/>



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- e. **OACD Annual Meeting:** Pat provided several highlights from the OACD Annual Meeting including;
 - i. Nomination of officers
 - ii. NRCS loan repayment recap
 - iii. Easements office moved to national office
 - iv. OWEB budget recap
 - v. Various partner reports
 - vi. Three breakout sessions, each recorded and available for review on OACD website

7) DISTRICT MANAGEMENT:

- a. **No-Till Drill:** Jessica reported that the drill has been rented several times this fall. Gordon shared that he is contracted for two more projects this fall if the weather allows.
- b. **Policy Updates – Committee Report:** Wes shared that he is moving forward with the operations manual. It will be ready for a semi-final review by the end of November. After the committee has submitted comments and edits on the semi-draft, he and Larry will work together on a line by line review. Once complete, the manual will be presented to the board for approval.
- c. **IT Transfer – Update:** Wes reviewed information provided in the board packet regarding the district’s IT transfer. He shared the estimated costs for both a traditional server and cloud based data storage. If the district were to consider a cloud based storage system, the cost could potentially be significantly lower. Wes is waiting on further proposals for both options. Barbara asked for an estimate on the time it will take to build an in-house server. Wes shared that it takes approximately sixty days. Pat asked for clarification on the number of district employees who will maintain access to the NRCS network. Wes clarified that the NRCS will provide the district with two users and one computer. There was further discussion concerning who will maintain access to the NRCS network.
- d. **Property Taxes:** Jessica shared that the district has received the bill for Gopher Valley property taxes.
- e. **McDonald Lane Property – Committee:** Ximena, Larry, Gordon and Barbara met to review possible next steps for the property, and presented information to the board. The committee recommended the district meet with an attorney or advisor to provide information about the process to follow, should the board decide to sell the property. Further conversation from the board included condition of the property/maintenance costs, community outreach and its effect on neighboring properties. Barbara reiterated that the district has reached out to the school district, city, and real estate agents; also leased 4-acres of the 7-acre parcel to the city for a park as a 75-year lease. There was discussion regarding how funds might be used if the district moves forward with sale. Larry commented the district has no legal obligation to restrict the use of the funds. Dave Cruickshank moved, and Gordon Cook seconded a motion to consult with an attorney to gain information and advice on the sale of the McDonald Lane property. The motion passed with 6 votes in favor and 1 against by Sam Sweeney.

VOTE RECORD: Approve to consult with attorney regarding the sale of the 3-acre parcel on McDonald Lane.					
	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 checked="" 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"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Mike Burr commented that he appreciates the position the district is in concerning the maintenance and sale of the parcel. He suggested that the district might consider applying to have the property annexed into the city limits before proceeding with the sale.

- f. Health Insurance Renewal:** Larry reported that it is time for the district to renew the health insurance enrollment. The district will not be changing the employer paid cap for health insurance at this time. Larry recommended the board authorize Barbara to work with Larry and Wes on finalizing and submitting the health insurance renewal. Sam Sweeney moved, and Leo Krick seconded a motion to authorize Barbara to work with Larry and Wes on the district health insurance enrollment renewal. The motion passed unanimously.

VOTE RECORD: Approve Barbara, Larry and Wes to work with Hagan Hamilton on the districts 2021 health insurance renewal.					
	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 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"/>

- 8) EDUCATION & OUTREACH:** Jessica shared that she met via zoom with Marion SWCD, Polk SWCD and Luckiamute Watershed Council to discuss hosting a virtual native plant workshop.

9) LAND USE:

- a. Land Use Table:** Barbara asked if Jim Johnson had received the land use table for the November board meeting. Jessica confirmed that she emailed it to Jim.

10) DISTRICT MANAGED PROPERTIES:

- a. Chegwyn Farms:** Josh shared that the district will be installing the cellular cameras around the property. Larry reviewed a letter concerning an application for a lot line adjustment on a property adjacent to Chegwyn.

b. Yamhill Oaks - Masonville & Gopher Valley:

- i. Masonville:** Josh reported several updates including;
 1. He completed 15-acres of mowing on the property.
 2. He has applied for a burn permit through ODF to burn slash piles on the property.
 3. There have been no further dumping issues.
 4. Gordon completed a harrowing project on a section of the property that will be seeded in the future.
- ii. Gopher Valley:** Josh and Larry shared several updates to the Gopher Valley home and property including;
 1. A new contractor completed mowing of mouse-eared hawkweed.
 2. Three piles of wood prunings were burned.
 3. Two large trees are leaning towards the home and will need to be removed. Larry spoke with Jim LeTourneux about recommendations for experience arborists. Larry will follow-up to secure estimates.



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4. Building permits have been issued for the repair of the ridgeline, roof and porch.
5. J & L Restoration completed work on the porch.
6. The district has signed a contract with Valencia Roofing for repair of the roof. The cost is approximately \$15,000. Valencia Roofing will coordinate with J & L Restoration who will complete the ridgeline repair.
7. Larry hauled old water tanks and plumbing fixtures to the landfill.
8. The next steps include having the electric in the shop repaired and continuing to work with contractors on various projects.

Larry thanked those who have assisted the district with several projects around the house.

c. Miller Woods: Josh shared several updates including;

- i. A deer was poached on the property near the driveway. A hiker reported the information to Sonya who filed a report with the Oregon State Police. The suspect's vehicle was caught on camera but unfortunately no clear picture of the license plate was taken.
- ii. A large oak tree near the big pond came down in the latest storm. The volunteers are working on clearing it.
- iii. Pat asked if the district is closing Miller Woods during the mandated two week freeze. Larry clarified the district is following Oregon State Parks lead and Miller Woods will remain open.

d. Mt Richmond: Josh completed spraying around the property.

e. Muddy Valley Habitat Reserve: The Institute of Applied Ecology completed spraying around the property.

f. Yamhela Oak Conservation Overlook (YOCO): Josh provided the board with a summary of the timber project via email. He reviewed this summary with at the board meeting. Overall, \$46,000 was added to the YOCO stewardship fund after completion of the project.

11) NOXIOUS WEED REPORT: Larry shared that there will be no weed grants for 2021 due to OWEB budget cuts. The county paid for the cost of the internships so there is funding left from the district's previous weed grant. Marie is putting together a scope of work to help gauge how best to use the funds.

Barbara shared that OWEB is dedicating \$1 million in funding for erosion control due to the wildfires. This funding may be available to assist with invasive species control.

12) BOARD REPORTS:

- a. Sam asked for recommendations on who to contact regarding squirrel species on his farm.
- b. Barbara shared information regarding a presentation she gave to the Environmental Government Task Force concerning soil and water districts. She also shared that Oregon NRCS will now have a Deputy State Conservationist. Jason Genes will be the first to fulfill this role.

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

14) AGENCY REPORTS:

- a. **County Commissioner Casey Kulla:** Commissioner Kulla asked to partner with the district to host a wildfire prevention workshop. The county can provide funding for the event. He will join the district December board meeting to review more information with the board.
- b. **Greater Yamhill Watershed Council (GYWC):** Luke shared that the Coho salmon have begun their annual run with over 10,000 fish counted in the Willamette River to date. This number is double the total from the last



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4-5 years. The GYWC will begin phase 2 on a project on the Linfield campus thanks to funding through OWEB.

- c. Natural Resource Conservation Service (NRCS):** Thomas provided several updates including;
- i. EQIP application deadline is Friday, November 20th.
 - ii. He would like to present the Ag Water Quality CIS proposal at the January board meeting.
 - iii. The NRCS will be hosting a virtual local work group meeting with a proposed date of February 2021.
 - iv. An NRCS quality assurance review will take place in March 2021. They may contact district board members during the review.
 - v. Thomas shared information about the NRCS long range plan. The plan needs to be updated and he encouraged the board to review it and prepare any edits or recommendations. He will review the plan at the December 2020 board meeting.

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

16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 10:07 a.m.