



Wednesday, December 9, 2020
Board Meeting Minutes

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* BOARD MEETING BY TELEPHONE AND VIDEO CONFERENCE CALL ONLY

Date: _____ Authorized Signature: _____

DIRECTORS:	Present	PARTNERS/GUESTS:	Present	SWCD/NRCS:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Casey Kulla	<input checked="" 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"/>	Hank Wyman	<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 7:32 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 November 18, 2020 board meeting. Pat FitzGerald moved, and Sam Sweeney seconded a motion to accept the minutes as amended. The motion passed unanimously. **Discussion:** Dave noted that the goose neck hitch was installed on the truck versus the equipment trailer. Jessica will make that correction.

VOTE RECORD: Approve the November 18, 2020 Board Minutes as amended.					
	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 type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

3) TREASURER’S REPORT: The board reviewed the November 2020 Treasurer’s Report. Dave Cruickshank moved, and Ximena Orrego seconded a motion to accept the Treasurer’s Report, as submitted. The motion passed unanimously.

VOTE RECORD: Approve the November 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 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 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"/>

4) REVIEW CORRESPONDENCE: The 2020 Board Committee Assignments were included with the board packet. The board has been asked to review assignments in preparation for a January discussion of assignments. The document should be two pages but only one page was in the packet. Julie will email the missing assignment page.

5) OLD BUSINESS:

- a. RCPP Update:** Amie shared that the district has accepted several applications, but no funding has been awarded to date. Each application will be ranked before funding is awarded.



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- b. WWMP Update:** Larry shared several updates including;
 - i. The district has a signed purchase and sale agreement (PSA) for the Dupee Valley property. The appraisal came in at \$550,000. An amendment was made to the PSA and all conditions have been accepted. Closing is projected for next week. The district will make two internal transfers to cover the purchase of the property. One transfer will be from the general fund and one from the Chegwyn fund.
 - ii. The 7-H purchase and sale agreement has been signed. The seller and district have agreed on conditions for the family’s use of the property after the transaction occurs.. The district received three bids for appraisals and will work with Jim Hay to select an appraiser.
 - iii. There was discussion concerning a timeline for submitting an application to the Willamette Wildlife Mitigation Program (WWMP) for the Cherry Hill property. Leo reviewed the property’s history and several conservation projects that have been implemented throughout the years. Amie shared that the district is excited to submit a proposal to the WWMP program. There was discussion concerning management of, and access to, the property. The board will revisit and provide action during the January 2021 board meeting.
- c. SIA Update:** Marie walked through the handout that was provided in the board packet. Before selecting Strategic Implementation Area (SIA) watershed areas, the district is waiting for results from ODA’s remote assessment but is planning to overlap as much as possible with NRCS’s funding priority area. The next step for the district is to develop a proposal and submit an SIA grant application for January 14, 2021. Sam Sweeney moved, and Leo Krick seconded, a motion to approve moving forward with the SIA proposal as presented. The motion passed unanimously.

VOTE RECORD: Approve the district’s SIA proposal 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 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"/>

- d. Pioneer Trust Bank – Update:** Larry reviewed the updates needed for the trust document and reporting revisions. The Nature Conservancy (TNC) is open to updating the documents. Pioneer Trust Bank is working with an attorney to revise the trust agreement and plans to have it completed by December 31st. The new agreement will change the trust’s distribution rate to 5% annual yield, which the yield specific by Internal Revenue Code for charitable trusts. The district will receive an additional \$9,737.93 payment for the 4th quarter and additional funds as a “catch up” provision after the first of the year. Under the trust agreement Pioneer Trust Bank will file the 990 Form with the IRS going forward.
- e. Sokol-Blosser Project – Update:** Wes shared that the district has submitted an application, on behalf of Sokol-Blosser, with the Siletz Tribal Charitable Contribution Fund. Grants will be awarded in January to chosen applicants. If the project is not funded through the Siletz Tribal Charitable Contribution Fund, Wes will pursue an application through the OWEB small grants program. Sokol-Blosser is currently working with Jeanie Taylor to design the pollinator garden.
- f. Mid-Willamette Valley Council of Governments (MWVCOG) Resolution – ACTION:** Wes reviewed resolution 120920 that was included in the board packet. MWVCOG requires a formal acknowledgement between



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the organization and its members to provide services. Ximena Orrego moved, and Sam Sweeney seconded the approval of Resolution 120920 to formally recognize the agreement between Mid-Willamette Valley Council of Governments and the district. The motion passed unanimously.

VOTE RECORD: Approve Resolution 120920 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

6) NEW BUSINESS:

- a. Wildfire Prevention Week – Partnership with County:** Pat FitzGerald moved, and Leo Krick seconded a motion to explore opportunities for the district to partner with Yamhill County and NRCS to coordinate Wildfire Prevention and Education Outreach events. Commissioner Casey Kulla announced that the county has resources available to support this type of work. The motion passed unanimously. Next steps include creating a budget and proposal to provide to the Yamhill County Commissioners. A committee was formed to include board members, Barbara Boyer, Dave Cruickshank, and Leo Krick. Larry Ojua, Thomas Hoskins and Commissioner Casey Kulla will also serve on this committee.

VOTE RECORD: Approve a partnership between the district, NRCS and Yamhill County to coordinate a series of Wildfire Prevention and Education Outreach events.					
	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"/>
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	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"/>

- b. Director Priorities:** Barbara asked the board to take the next few weeks to review their top five priorities for the district. She requested that each board member provide a list of their priorities via email to her and Larry by December 31st.
- c. Long Range Plan:** Thomas reviewed the summary of the NRCS long range plan provided in the board packet. He asked the district staff and board to provide insight and feedback. Thomas will use this feedback to finalize a new long range plan and present it for approval at the January 2021 board meeting.

7) DISTRICT OPERATIONS:

- a. Policy updates – Committee report:** Wes will provide the committee with a semi-final draft to review by the end of the week. His goal is to present the final draft to the board at the January board meeting.
- b. IT Transition – Update:** Wes shared that he is waiting on one more piece of information before making a final recommendation to the board.
- c. Native Plant Sale – Update:** Josh reported that he spoke with Raylinda Price to confirm the district’s ability to rent the activity center at the Heritage Center. He provided Raylinda with a detailed summary of how the district will proceed with the sale while meeting COVID requirements. Raylinda is presenting the information to the



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Heritage Center board today, Wednesday, December 9th. Josh will update the board with the final decision as soon as he can.

- d. **Audit Update:** Julie shared the audit should be completed by the end of the week. She will provide a copy via mail to each board member once the district has the audit in hand.

8) EDUCATION & OUTREACH:

- a. **Newsletter:** Julie shared that the newsletter is underway. The winter edition includes the native plant sale order form and annual report. The district will have the newsletter finalized and in the mail by the end of December.

9) LAND USE:

- a. **Land Use Table:** Larry shared that docket P-12-20 is likely to be preapproved under Measure 49. Sam asked that the district still submit a letter. Sam asked Barbara if it would be appropriate for the district to submit a letter regarding the McMinnville Urban Growth Boundary (UGB). Barbara shared that she attended the meeting via Zoom and provided a general comment on behalf of the district. The McMinnville City Council is pushing for approval of the UGB by the end of the year.

10) DISTRICT MANAGED PROPERTIES:

- a. **Chegwyn Farms:** Josh will reach out to Betty and Charlie regarding relocation of the quince tree.

Larry reported that there is a new owner of a property adjacent to Chegwyn. A lot line adjustment for the property was submitted in November.

- b. **Yamhill Oaks - Masonville & Gopher Valley:**

- i. **Masonville:** Josh shared several updates including;

1. He completed mowing on a 40-acre parcel of the property.
2. He has been unable to burn the brush piles, but it is hoping to do so when restrictions are lifted.
3. The wetland conversion that was completed by USFW is beginning to fill with water.

- ii. **Gopher Valley:** Larry reported that he has been working with contractors to complete several projects. The roof is complete and new lights have been installed in the shop. He provided a summary of the work to the Gopher Valley Home Committee via email. He will schedule a meeting with the committee to discuss the next steps.

- c. **Miller Woods:** Josh reported several updates, including;

- i. The American Tree Farm Association approached the district in late summer concerning a five year renewal of Miller Woods certification. Josh provided them with all necessary documents and scheduled a site visit with Steve Vaught. The site visit took place on Monday, December 7th. Josh will provide results of the certification as soon as they are finished.
- ii. A large oak tree on the property came down and the volunteers have spent several days cleaning up the debris. There was discussion concerning what to do with the wood from the fallen tree.
- iii. The 2021 United States Fish & Wildlife plant grow-out is underway.

- d. **Mt Richmond:** There was no discussion or comment.

- e. **Muddy Valley Habitat Reserve:** Josh will complete mowing on the property as the weather allows.



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f. Yamhela Oak Conservation Overlook (YOCO): There was discussion concerning a tour of the property to view the completed timber thinning project. Amie shared that district may apply for a small grant through OWEB to complete restoration projects on the property.

Luke reported that the small grant application has been submitted for a CREP project on the portion of the property owned by Frank and Bridgett. He expects to hear back regarding funding by the end of the week.

11) NOXIOUS WEED REPORT: Marie is working on the revisions to the grant agreements. She has also submitted extension requests for both grants.

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

13) STAFF REPORTS: Barbara complimented the staff on their hard work throughout the year.

14) AGENCY REPORTS:

a. Greater Yamhill Watershed Council (GYWC): Luke shared that the small grant for Miller Woods has been approved and fully funded. Work will begin on the 2.5-acre prairie restoration in spring 2021. Luke also reminded the district that the small grant deadline is February 8, 2021.

b. Natural Resource Conservation Service (NRCS): Thomas shared several updates including;

- i. Round one of EQIP signups have closed. There will be another round in 2021.
- ii. This is the last year for the NRCS Ag Water Quality funding.
- iii. Thomas would like to review the long range plan and CIS program during the January 2021 board meeting.
- iv. Thomas proposed hosting the 2021 Local Work Group meeting immediately following the district's February 2021 board meeting.
- v. The NRCS has been given special hiring authority to hire a new soil conservationist. The new hire may be working from the McMinnville NRCS office.

15) PUBLIC COMMENT: Larry complimented the district staff, board and partners on all the work accomplished throughout the year despite the struggles brought on by COVID-19.

Barbara reminded the board to review the committee list and email their priority lists to her and Larry by the end of the month.

16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 9:58 a.m.