



**Wednesday, February 10, 2021
Board Meeting Minutes**

* BOARD MEETING BY TELEPHONE AND VIDEO CONFERENCE CALL ONLY

Date: 3-10-2021 APPROVED

Authorized Signature:

DIRECTORS:	Present	PARTNERS/GUESTS:	Present	SWCD/NRCS:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Ken Nygren	<input checked="" type="checkbox"/>	Larry Ojua	<input checked="" type="checkbox"/>
Gordon Cook	<input checked="" type="checkbox"/>	Dan Rinke	<input checked="" type="checkbox"/>	Julie Lorenzen	<input checked="" 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"/>		<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 (late arrival)	<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 7:35 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 January 13, 2021 board meeting. Dave Cruickshank moved, and Leo Krick seconded a motion to accept the minutes as presented. The motion passed unanimously. Sam Sweeney was absent during the vote.

VOTE RECORD: Approve the January 13, 2021 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 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 checked="" type="checkbox"/>
	Ximena Orrego	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3) TREASURER’S REPORT: The board reviewed the January 2021 Treasurer’s Report. Pat FitzGerald moved, and Ximena Orrego seconded a motion to accept the Treasurer’s Report as submitted. The motion passed unanimously. Sam Sweeney was absent during the vote.

VOTE RECORD: Approve the January 2021 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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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. **SIA Update:** Marie shared that the grant is moving forward and the district should have a grant agreement by the end of March.



Wednesday, February 10, 2021
Board Meeting Minutes

Barbara asked if the Greater Yamhill Watershed Council (GYWC) will be assisting with monitoring. Marie confirmed that the district has a contract with GYWC for assistance with monitoring efforts.

b. WWMP – Updates; Dupee Valley, Seven H & Cherryhill Ranch:

- i. **Dupee Valley:** Larry reported the district has completed an intake call with Bonneville Power Association (BPA). The district also provided BPA with a baseline report on the property. The next steps include another intake call at the end of February.

Amie shared that she and Josh met with a neighbor to discuss property lines.

- ii. **Seven H:** Larry shared that the appraisal has been scheduled with Tyler Woods. The district is meeting onsite with the appraiser and Jim Hay next week. Larry also reported that the timber cruise is almost complete and the appraisal should be finished by the end of February.
- iii. **Cherryhill Ranch:** Amie reported that the application period has now opened and work has begun on the Cherryhill Ranch application. Amie participated in site visits with several partners last week.

- c. **NRCS Long Range Plan – Update:** Thomas reviewed the updates and edits to the Natural Resource Conservation Service (NRCS) Long Range Plan. Pat FitzGerald moved, and Leo Krick seconded a motion to accept the NRCS Long Range Plan as presented. The motion passed unanimously. Sam Sweeney was absent during the vote. There was discussion concerning carbon sequestration resources in relation to future long range plans.

VOTE RECORD: Approve the Natural Resource Conservation Service Long Range Plan 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- d. **Pioneer Trust Bank – Update:** Larry reviewed the distribution report shared at the January board meeting. The 4th quarter payment with additional catch up distribution was estimated at \$27, 213.78. The actual distribution came out to \$29, 213.78. This made the yearly distribution total \$58, 427.00..

Larry reported that Pioneer has completed the restatement of the trust and is waiting for The Nature Conservancy (TNC) to respond before the agreement can be finalized. The new agreement will include a flat 5% annual distribution rate.

- e. **McMinnville Area Community Foundation – Update:** Larry reviewed the vote made by the board during the January 2021 board meeting to accept the yearly distribution from the McMinnville Area Community Foundation (MACF). The total of this distribution will be \$4,941.00.

6) NEW BUSINESS:

- a. **USFWS Burn Policy – Insurance Update:** Larry spoke with Hagan Hamilton regarding the district’s liability insurance on prescribed burns. The representative from Hagan Hamilton said the district has \$5 million in liability coverage. Prescribed burns are coverage if the district follows and complies with Oregon’s Department of Public Safety Standards and Training’s standards and requirements. Larry suggested revisiting this topic at the March or April board meeting after he has an opportunity to discuss information with US Fish and Wildlife Service, Amie and Josh. Leo asked for clarification on the resources that will be utilized during a prescribed burn should the district



**Wednesday, February 10, 2021
Board Meeting Minutes**

assume liability. Larry clarified that the United States Fish & Wildlife Service (USFWS) will still take the lead on all burns that are part of the USFWS Cooperative Agreement. The district would also work with other project partners, which might include Oregon Department of Forestry, tribes and local fire districts.

b. Committee Assignments: Tabled until the March 10, 2021 board meeting.

c. BPA Signing Authority, Resolution 02102021-BPA, ACTION: Larry reviewed Resolution 02102021-BPA regarding assigning signing authority on Bonneville Power Association (BPA) documents to Larry and/or Barbara. Pat FitzGerald moved, and Ximena Orrego seconded a motion to approve Resolution 02102021-BPA as presented. The motion passed unanimously.

VOTE RECORD: Approve Resolution 02102021-BPA 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"/>

d. Yamhill County Historical Society - ACTION: Julie shared that it is time for the district to renew the annual membership with the Yamhill County Historical Society (YCHS). Like many businesses, YCHS has faced financial hardship due to COVID restrictions. The district donated an additional \$1,000 last year, in addition to the \$250 membership dues. Julie asked the board if the district would like to support YCHS with another \$1,000 donation. Dave Cruickshank moved, and Barbara Boyer seconded a motion to approve a donation in the amount of \$1,000 to the Yamhill County Historical Society. The motion passed unanimously.

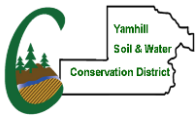
VOTE RECORD: Approve the donation of \$1,000 to the Yamhill County Historical Society					
	DIRECTOR	Yes/Aye	No/Nay	Motion	Seconded
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<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 type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7) DISTRICT OPERATIONS:

a. Policy updates – Approval of Updates: Wes shared that work continues on the Operations Manual. He is updating sections on jury duty and inclement weather. As soon as those are completed the manual will be ready for a final review. The vote to approve the policy updates was tabled until the March board meeting.

b. IT Transition: Wes provided several updates including;

- i. Approximate cost of having Amanda assist with the district’s migration to Microsoft 365
- ii. Monthly fee for 24/7 technical support
- iii. Available training for Microsoft 365



Wednesday, February 10, 2021
Board Meeting Minutes

- iv. Approximate cost of monitors should the district be unable to purchase the ones that belong to the NRCS

Barbara requested a written proposal outlining all updates. Wes will provide a summary of the cost of the above services to the board before the March board meeting. The vote to approve the IT Transition was tabled until the March board meeting.

- c. **Native Plant Sale – Update:** Josh reported that the plant sale is going well with over 400 orders received to date. Staff met at the Yamhill Valley Heritage Center to discuss set up. The district will begin setup at the Heritage Center on February 23rd.
- d. **Associate Board Members:** Barbara shared that she reached out to Hank Wyman, Ken Nygren and Lucien Gunderman regarding their service as Associate Board Members. Hank and Ken both expressed they would like to continue in their positions. To date, Barbara has not heard from Lucien. Dave Cruickshank moved, and Gordon Cook seconded a motion to appoint Hank Wyman and Ken Nygren as Associate Board Members. The motion passed unanimously.

VOTE RECORD: Appoint Hank Wyman and Ken Nygren as Associate Board Members.					
	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- e. **Director Emeritus:** Barbara called for a motion to appoint Director’s Emeritus. Ximena Orrego moved, and Leo Krick seconded a motion to appoint Gordon Dromgoole, Patricia Farrell and Jim LeTourneux as Emeritus Board Members. The motion passed unanimously.

VOTE RECORD: Appoint Gordon Dromgoole, Patricia Farrell, and Jim LeTourneux as Director’s Emeritus.					
	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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- f. **COVID Update & District Policy:** Wes shared that there have been no changes to district policy. The district recently purchased a thermometer to conduct increased screening on all staff and visitors.

Thomas shared that NRCS now requires face masks to be worn at all times in common areas and work spaces where a door cannot be closed. District staff working from the office implemented mask wearing at all times several weeks ago.

- g. **Resolution 02102021 – Annual Meeting, ACTION:** The district’s Annual Meeting was tabled until the March board meeting due to missing the public notice deadlines. Julie spoke with Eric Nusbaum from the Oregon



Wednesday, February 10, 2021
Board Meeting Minutes

2A

Department of Agriculture (ODA) regarding the missed public notice. Eric informed Julie that a new resolution stating a new date, time and place of the Annual Meeting is sufficient to move forward. Julie has prepared a new resolution, attached in the board packet, to hold the Annual Meeting during the March 10, 2021 board meeting. Public notices have been prepared and submitted to the News Register in an effort to meet the requirements. Ximena Orrego moved, and Pat FitzGerald seconded a motion to approve Resolution 02102021 – Annual Meeting as presented. The motion passed unanimously.

VOTE RECORD: Approve Resolution 02102021 – Annual Meeting 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8) EDUCATION & OUTREACH:

- a. Local Work Group Meeting:** Thomas reminded the board that the Local Work Group Meeting will take place immediately following the board meeting.
- b. Wildfire Prevention Workshop Proposal:** Thomas shared that he met with the district committee to discuss the proposal provided in the board packet. He reviewed the changes made to the proposal. Thomas will provide a copy of the updated proposal to the board via email.

Larry shared that the next step includes updating the proposal and presenting it to Commissioner Kulla.

9) LAND USE:

- a. Land Use Table:** There was no comment or discussion.

10) DISTRICT MANAGED PROPERTIES:

- a. Chegwyn Farms:** Josh worked with Jack Bernards to spread straw mulch over a field that had experienced some erosion during the recent storm. Sam inquired about the quince tree. Josh shared that it was removed.
 - i. Sale of Surplus Land – Update:** Larry and Barbara consulted with an attorney regarding the sale of the district’s surplus property. Notes from the meeting were included in the board packet. Larry reviewed Resolution 02102021 – Property. There was discussion concerning section 2 of the resolution and discussion of how to use the funds acquired from the sale of the property. The vote to approve Resolution 02102021 – Property was tabled until the March board meeting. The board advised Larry and Barbara to follow-up with the attorney regarding section 2.
- b. Yamhill Oaks - Masonville & Gopher Valley:**
 - i. Masonville:** There was no comment or discussion.
 - ii. Gopher Valley:** Larry worked with contractors to receive bids on replacement of the gutters on the house. Gutter Bros has been chosen to complete the work. A contractor will be on the property between February 22nd and 24th to remove several trees. Larry will update the Gopher Valley Home Committee with information and determine a time for a follow-up meeting to discuss next steps.



Wednesday, February 10, 2021 Board Meeting Minutes

2A

- iii. **Possible Bridge Purchase:** Larry shared that Jim LeTourneux is replacing a bridge on his property and approached the district about purchasing the existing structure. Larry spoke with Josh and Amie who both agreed it is a good opportunity for the district. The district currently relies on Jim's goodwill to access areas of the Gopher Valley property located on the west side of Deer Creek. The purchase and installation of the bridge would allow the district full access without having to rely on access from Jim or a future neighbor. There was further discussion concerning installation and associated costs. The board agreed by consensus to pursue further discussion with Jim.
- c. **Miller Woods:** Larry shared that Sonya has begun preparation of the next USFWS grow out.
- d. **Mt Richmond:** There was no discussion or comment.
- e. **Muddy Valley Habitat Reserve:** Josh completed mowing on the 30-acre field.
- f. **Yamhela Oak Conservation Overlook (YOCO):** Josh spent time clearing brush and repairing damage to the roads caused by the recent storm.

11) NOXIOUS WEED REPORT: Marie shared that the district has contracted with the Greater Yamhill Watershed Council (GYWC) and Cascade Habitat to conduct outreach and treatment of Italian Thistle and Garlic Mustard. Yamhill County Public Works is in the process of hiring interns to assist with roadside vegetation surveys.

12) BOARD REPORTS: Pat reported on the National Association of Conservation Districts (NACD) Coastal Resource Policy Group (CRPG) meeting.

Ximena shared that the Land Use and Natural Resource committee meetings have restarted with the Oregon Winegrowers Association (OWA). OWA's new president, Alex Sokol-Blosser, has started an ad-hoc water committee led by Chard Vargas, with focus on the 100-Year Water Vision.

Sam shared that Oregon State University is hosting a carbon sequestration workshop on February 17th at 8:30 am.

Barbara noted that the acronym list is missing from the board packet. Jessica will be sure to include the list going forward.

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

14) AGENCY REPORTS:

- a. **Greater Yamhill Watershed Council (GYWC):** Luke shared information regarding volunteer planting days at Tice Woods and Linfield University. Linfield planting days have been suspended due to a COVID outbreak on the campus.
- b. **Natural Resource Conservation Service (NRCS):** Thomas provided an update on EQIP applications. He will provide a synopsis at the March board meeting. Thomas also shared that a decision has been made concerning the new soil conservationist and he expects a new employee to begin by late March.

15) PUBLIC COMMENT: Ken Nygren provided information regarding the Oregon Prescribed Burn Council's new legislation.

16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 9:33 a.m.