



Wednesday, April 14, 2021
Board Meeting Minutes

*BOARD MEETING BY TELEPHONE AND VIDEO CONFERENCE CALL ONLY

Date:

Authorized Signature:

*Arrived
at 8 AM

DIRECTORS:	Present	PARTNERS/GUESTS:	Present	SWCD/NRCS:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Commissioner 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"/>		<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 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 March 10, 2021 board meeting. Pat FitzGerald moved, and Sam Sweeney seconded a motion to accept the minutes as presented. The motion passed unanimously. Gordon Cook was absent during this vote.

VOTE RECORD: Approve the March 10, 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 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 March 2021 Treasurer’s Report. Pat FitzGerald moved, and Dave Cruickshank seconded a motion to accept the Treasurer’s Report as submitted. The motion passed unanimously.

Discussion: Larry reviewed the McMinnville Area Community Foundation disbursement.

Leo noted the large purchase of plants from the district by the Confederated Tribes of Grand Ronde. He asked if this is a regular purchase. Josh explained that this was a one-time purchase. The district ordered plants for the United States Fish and Wildlife Service (USFWS) grow-out and the incorrect size of plants were delivered. The Tribe was able to use the plants on projects so purchased them from the district.

Pat asked for clarification on the refund made to P. Marshall. Julie explained that it was a refund for plants purchased during the Native Plant Sale. Gordon Cook was absent during this vote.

VOTE RECORD: Approve the March 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 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 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 type="checkbox"/>



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4) REVIEW CORRESPONDENCE: There was no correspondence to discuss. Staff will bring any significant correspondence or information, to the board's attention, as appropriate.

5) OLD BUSINESS:

a. WWMP – Updates; Seven H & Dupee Valley: Larry shared that the appraisal on Seven H has been completed. The district submitted the appraisal to Bonneville Power Administration (BPA) for review and BPA approved the appraisal. The next step includes completing a survey of the property.

Amie reported that the application for Cherryhill Ranch has been submitted. The next step will be a site visit which will take place virtually.

b. USFWS Burn Policy – Insurance Update: Larry reviewed the amendment that the USFWS has proposed concerning work with the district on controlled and planned burns. The district board had concerns about the insurance and liability. Larry has been in conversation with Chris Seal of USFWS and Hagan Hamilton, the district's insurance carrier, in an effort to address the district's concerns. He will follow up with more information at the May 2021 board meeting.

c. District MOA Update: Larry, Wes and Thomas met to review the Memorandum of Agreement (MOA) presented by Thomas at the previous board meeting. Wes prepared a summary of the changes the district recommended and submitted them to NRCS. There has been no response to date. The MOA will be discussed at the May 2021 board meeting.

d. Grandhaven Property Proceeds: Sam followed up with Barbara and Larry regarding the proceeds from the potential sale of the Grandhaven parcel. Sam reviewed the statement he prepared which read: It was the consensus of the board that any proceeds from the sale of the Grandhaven property should be placed in the Chegwyn fund for the following needs; the purchase of property or buildings for a district service center, improvements to the Chegwyn buildings, or any needed improvements on the farmland.

Larry suggested the addition of future administration, legal or property fee expenses that may arise. The board agreed by consensus to include Sam's statements, with Larry's suggested additions, in the budget message.

e. SIA Update: Marie shared that due to staff reductions and reallocations of work at Oregon Department of Agriculture (ODA) there has been a change to the scope of work and focus area for the next biennium. In response to the staffing changes and growth of focus on SIA, the district is participating over the next year, ODA is allowing districts to continue to allocate SOW funds to the FA (focus area, previously required to be funded through scope of work funds) or districts can opt out and reallocate the extra 25% to other SOW tasks. Marie recommended opting out of the focus area. She will revisit at the May 2021 board meeting.

6) NEW BUSINESS:

a. Budget Committee Member Appointments: Larry recommended reappointing Tony Meeker and Michal Wert to the Budget Committee. He also recommended appointing Catie Anderson to the vacant position previously held by Allan Elliott. Pat FitzGerald moved, and Leo Krick seconded a motion to appoint Tony Meeker, Michal Wert and Catie Anderson to the Budget Committee. The motion passed unanimously.

Barbara asked for clarification on the end date of Catie Anderson's term. Larry confirmed her term will end in 2023.



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VOTE RECORD: Approve the appointment of Tony Meeker, Michal Wert and Catie Anderson to the budget committee.					
	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"/>

- b. Budget Calendar – Budget Committee Meeting – June 3, 2021:** Larry presented the Budget Calendar and Budget Committee Meeting date for approval. The Budget Committee Meeting has been scheduled for June 3, 2021 at the Yamhill County Auditorium. Dave Cruickshank moved, and Pat FitzGerald seconded a motion to approve the Budget Calendar as presented and the Budget Committee Meeting as scheduled. The motion passed unanimously.

VOTE RECORD: Approve the Budget Calendar as presented and Budget Committee Meeting as scheduled.					
	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"/>

- c. Conservation Implementation Strategy (CIS); Ag Water Quality:** Thomas presented the draft proposal of the Ag Water Quality CIS. The focus area of this CIS corresponds with that of the current Strategic Implementation Area (SIA). This CIS will provide \$190,000 per year of funding over the next five years. Thomas requested a letter of support from the district. Sam Sweeney moved, and Leo Krick seconded a motion to approve a letter of support for the NRCS Ag Water Quality CIS from the district. The motion passed unanimously.

VOTE RECORD: Approve a letter of support for the NRCS Ag Water Quality Conservation Implementation Strategy from the district.					
	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. Conservation Implementation Strategy; Forestry:** Thomas reviewed the new CIS Forestry proposal. The focus of this CIS will be Forestry Resiliency. Leo asked for clarification on whether this CIS will include actual forest plans or implement more practices. Thomas explained that this CIS involves implementing more practices, including three new ones. Thomas requested a letter of support from the district. Sam Sweeney moved, and Dave Cruickshank seconded a motion to provide a letter of support for the NRCS Forestry Conservation Implementation Strategy. The motion passed unanimously.



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VOTE RECORD: Approve a letter of support from the district for the NRCS Forestry CIS.					
	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"/>

e. Conservation Bonus Process – Update: Marie reviewed the hazelnut erosion CIS bonus program. One producer participated last year to which the district allocated the entire \$5,000 budget. There has been increased interest in the program. Marie met with Sergio, Thomas, Luke and Larry to discuss modifications in an effort to spread funding out. A summary of the suggested modifications was provided in the board packet. Marie highlighted the most significant changes to the program which include; limiting the bonus payment to the first year of the contract and limiting eligibility of the bonus to one award per applicant. There was further discussion concerning the amount awarded to each applicant. Sam Sweeney moved, and Pat FitzGerald seconded a motion to approve the modifications to the Hazelnut Erosion CIS bonus program. The motion passed unanimously.

VOTE RECORD: Approve the modifications to the Hazelnut Erosion CIS bonus program.					
	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"/>

7) DISTRICT MANAGEMENT:

- a. Policy Updates – Committee Report:** Wes contacted each board member via telephone regarding the edits made to the Operations Manual. Sam and Pat would like to meet with Wes for an in-depth conversation of the edits. Wes will facilitate that meeting and bring any further edits to the May 2021 board meeting.
- b. Computer Purchase/IT Update:** Wes shared that all equipment has been ordered. He met with Amanda Greene to discuss a timeline for implementation of a cloud based storage system. Wes asked the board if they were comfortable moving forward with the Microsoft 365 cloud based system. Ximena Orrego moved, and Sam Sweeney second a motion to approve the implementation of a cloud based storage system for all district staff. The motion passed unanimously.

VOTE RECORD: Approve implementation of a cloud based storage system for all district staff.					
	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"/>



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- c. **Native Plant Sale Financial Report:** Julie reviewed the expenses and income for the 2021 Native Plant Sale. Due to COVID-19 restrictions the sale was limited to pre-orders only.
- d. **Covid Update & District Policy:** Thomas shared that there are no changes to COVID-19 restrictions. The office remains at 50% staffing capacity. Staff must meet all visitors outside of the office.

8) EDUCATION & OUTREACH:

- a. **Spring Tour & Conservation Awards – Planning:** Barbara asked the board for feedback on the spring tour planning. Sam, Leo and Gordon suggested possible sites for the tour. Dave expressed concern over ongoing COVID-19 cases and restrictions. The board agreed by consensus to postpone the spring tour until 2022. The district will revisit planning of the spring tour at the January 2022 board meeting.

9) LAND USE:

- a. **Land Use Table:** There was discussion concerning application 934, a request for the establishment of a private campground, and the concerns that neighbors have voiced.

Barbara commented on application 931 concerning the conversion of a grain silo to a temporary health hardship dwelling. There was further discussion on the follow-up process of health hardship dwellings.

10) DISTRICT MANAGED PROPERTIES:

- a. **Chegwyn Farms:** Josh and Larry walked the property to assess damage after the recent ice storm. There are 8-10 walnut trees down in the orchard as well as a large oak in the grass field. Josh removed the oak from the field and plans to mow the former oak project area.

Larry will follow up with TJ Schmidt regarding a message he received.

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

- i. **Masonville:** There were no updates or discussion.
- ii. **Gopher Valley:** Josh treated scotch broom on the property. Larry worked with Josh to clear the felled trees and debris. There was discussion on how to dispose of the large amount of wood left from the felled trees.
Dave Cruickshank will contact the Heritage Center regarding their interest in trees for milling.

- c. **Miller Woods:** Josh shared that Sonya finished the USFWS grow out planting last week. This year's planting consisted of over 52,000 plants.

- d. **Mt Richmond:** Josh spot sprayed scotch broom throughout the property.

The district is working with the Institute of Applied Ecology (IAE) to expand the lupine area.

- e. **Muddy Valley Habitat Reserve:** Josh shared that the district is still in discussion with USFWS about the wetland prairie conversion. This project will convert the hay field to a wetland prairie. The district is on track to apply for an OWEB grant for the project in fall 2021.

Josh spot sprayed scotch broom on the property.

- f. **Yamhela Oak Conservation Overlook (YOCO):** Josh reported that there is more storm damage on the property than originally thought.

The district is working with Ken Nygren to burn the slash piles left by the thinning. ODFW has requested that the district wait until fall to complete the burn.

Amie shared several updates including;

- i. The district was funded for a USFWS grant, for work with IAE, on the expansion of the Willamette Daisy population at Mt. Richmond.



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- ii. IAE is moving forward with the district on a grant through OWEB to expand Willamette Daisy at Yamhill Oaks.
- iii. Oregon Department of Fish and Wildlife (ODFW) has asked to partner with the district to use the Western Pond Turtle population at Muddy Valley for a long term monitoring project. ODFW will trap and tag the turtle population throughout the summer and return for monitoring for several years. They will use the data gathered as a model for establishing turtle populations throughout the Pacific Northwest.

11) NOXIOUS WEED REPORT: Marie shared several updates including;

- a. Outreach for mouse-ear hawkweed surveys will begin soon.
- b. The district has been in discussion with Oregon State Parks regarding work on garden yellow loosestrife around Grand Island.
- c. Marie will reach out to the Weed Committee to discuss dates for the annual Weed meeting.

Luke shared updates on garlic mustard treatment in Newberg and along Cozine Creek. He also reported that Yamhill County Public Works will continue targeting Italian thistle.

12) BOARD REPORTS: Dave shared that the woodland area on his property, location of the annual Woodland Tour, suffered damage during the recent ice storm. Two loads of logs were removed from the area with more clean up needed.

Pat shared updates regarding the American Rescue Plan funds and the associated hearing taking place tonight. There was discussion concerning whether or not the county will be submitting comments during the hearing.

Sam met with Marie, Zach Christensen, ODA and the new water quality specialist from OSU Extension. He reviewed the OSU specialist's background and commented that she will be a great resource addition.

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

14) AGENCY REPORTS:

- a. **Commissioner Casey Kulla:** Commissioner Kulla reported that Yamhill County is now the designated entity for the Mercury Total Maximum Daily Load (MTMDL). DEQ has made the designation and the Yamhill County government is now responsible for lowering the mercury entering waterways throughout the county. These regulations do not affect agricultural or forestry lands. Yamhill County is required to submit a plan by September 2022 to control erosion and reduce the movement of mercury into the waterways. Commissioner Kulla proposed partnering with the district to draft this plan. He will forward more information to the district.

Commissioner Kulla shared concerns over dry and windy conditions and the associated wildfire risks. He encouraged the district to begin outreach regarding the Wildfire Prevention Workshop.

- b. **Greater Yamhill Watershed Council (GYWC):** Luke shared several updates including;
 - i. Weed surveys and control efforts are underway.
 - ii. Work on the Gooseneck Creek woody debris project with the Bureau of Land Management (BLM) will begin this summer or summer of 2022.
- c. **Natural Resource Conservation Service (NRCS):** Thomas shared updates including;
 - i. EQIP contract funding has been fully allocated.
 - ii. The second round of EQIP applications will close April 15th.
 - iii. Sara Bartholomew, the new NRCS Conservation Planner, will begin Monday, April 26th.

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

16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 9:51 a.m.