

*** BOARD MEETING BY TELEPHONE AND VIDEO CONFERENCE CALL**

Date:

Authorized Signature:

DIRECTORS:	Present	PARTNERS/GUESTS:	Present	DISTRICT:	Present
Barbara Boyer	<input checked="" type="checkbox"/>	Dan Rinke	<input checked="" type="checkbox"/>	Larry Ojua	<input checked="" type="checkbox"/>
Gordon Cook	<input checked="" type="checkbox"/>	Luke Westphal, GYWC	<input checked="" type="checkbox"/>	Julie Lorenzen	<input checked="" type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>	NRCS:	<input type="checkbox"/>	Josh Togstad	<input checked="" type="checkbox"/>
Pat FitzGerald	<input checked="" type="checkbox"/>	Sarah Bartholomew	<input type="checkbox"/>	Marie Vicksta	<input checked="" type="checkbox"/>
Leo Krick	<input checked="" type="checkbox"/>	Thomas Hoskins	<input checked="" type="checkbox"/>	Amie Loop-Frison	<input checked="" type="checkbox"/>
Ximena Orrego	<input checked="" type="checkbox"/>	Sergio Villaseñor	<input checked="" type="checkbox"/>	Jessica LaRue	<input checked="" type="checkbox"/>
Sam Sweeney	<input checked="" type="checkbox"/>	Sonya Wilkerson, District	<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.

Thomas introduced Sarah Bartholomew, the new Soil Conservationist for the Natural Resources Conservation Service (NRCS). Sarah provided a background on her education and experience.

2) BOARD MINUTES: The board reviewed the minutes from the April 14, 2021 board meeting. Dave Cruickshank moved, and Ximena Orrego seconded a motion to accept the minutes as presented. The motion passed unanimously.

VOTE RECORD: Approve the April 14, 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 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 April 2021 Treasurer's Report. Dave asked for clarification on the rock purchased from Western Rock. Josh shared that it was purchased for repair of a service road at Miller Woods. Ximena asked about check 16984 to Cascade Habitat LLC. Marie explained this is a payment to Cascade Habitat for invasive species work. Cascade Habitat is Jordan Anderson's company name.

Pat FitzGerald moved, and Ximena Orrego seconded a motion to accept the Treasurer's Report as submitted. The motion passed unanimously.

VOTE RECORD: Approve the April 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4) REVIEW CORRESPONDENCE: There was not any 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 & Cherryhill:** Larry and Amie met with Bonneville Power Administration (BPA) and Oregon Department of Fish & Wildlife (ODFW) regarding the application for Cherryhill Ranch. Larry will follow up on items identified on the title report that require more research.

The district is still waiting for the completion of the survey work on Dupee Valley and 7H.

Amie shared several updates on the Cherryhill Ranch application process:

- A virtual site visit will take place on May 18, followed by a small in-person site visit on May 27
- Amie will attend a committee meeting concerning application ranking on June 2. The ranking is estimated to be completed by the end of June.

- b. **USFWS Burn Policy – Insurance Update:** Larry informed the board he is still working with the United States Fish & Wildlife Service (USFWS) regarding controlled burns. He is facilitating a discussion between USFWS and Hagan Hamilton. He will provide an update at the June 2021 board meeting.
- c. **CIS Letters of Support:** Wes submitted letters of support to Thomas for inclusion in the NRCS Conservation Implementation Strategy (CIS) application process. Copies of the CIS letters of support were provided in the board packet.
- d. **District MOA Update:** The district has not received any feedback from NRCS at this time.
- e. **Budget Committee Meeting – June 3, 2021 (Reminder):** There was discussion concerning the provision of refreshments during the budget committee meeting. The district will provide refreshments that meet COVID safety requirements.

6) NEW BUSINESS:

- a. **Miller Woods Annual Race – Proposal:** Larry shared that Sonya is seeking board approval to host the Annual Miller Woods Trail Race in the fall. The board has no objections to hosting the 2021 Trail Race.
- b. **Local Work Group Meeting – Recap:** Thomas shared data results from the 2021 Local Work Group Meeting via PowerPoint presentation.

7) DISTRICT MANAGEMENT:

- a. **Policy Updates – Committee Report:** Wes provided a copy of the operations manual to HR Answers for review. All comments from HR Answers have been incorporated into the manual. After a second edit, Wes will distribute the manual to the board for a final review.
- b. **Computer Purchase/IT Update:** Wes reported that the monitors and computers have arrived. Amanda is assisting with the migration to the new system. The goal is to complete the migration by the end of next week.
- c. **Audit FY 20/21:** Julie shared that the 3-year audit contract has expired. She reached out to Scott Schlag with Grove, Mueller, and Swank and requested a new contract proposal. Julie is also in communication with Scott concerning the date of the 2020/21 audit. She will update the board when a date for the audit has been confirmed.
- d. **COVID Update & District Policy:** Thomas shared that there have been no new updates to the COVID policies. The office continues to be staffed at 50 percent. Visitors and customers are permitted by appointment and employees are encouraged to meet with them in the conference room or outside.

8) EDUCATION & OUTREACH:

- a. **Wildfire Prevention Update:** Larry reported that funding for the Wildfire Prevention Workshop was not approved by the Yamhill County Budget Committee. The commissioners requested Larry's attendance at an informal work session on Thursday, May 13 to discuss the proposal further. The district met with partners on Tuesday, May 11 to discuss the concerns expressed by the commissioners. Larry will attend the informal work session to address the commissioner's questions and concerns.

9) LAND USE:

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

10) DISTRICT MANAGED PROPERTIES:

- a. **Chegwyn Farms:** Larry shared that the district received appraisal bids on the 3-acre parcel and selected Jason Russell. The appraisal is estimated to be completed by the end of June.

Josh shared that several signs and TJ Schmidt's water tank were vandalized over the weekend. Josh installed more no trespassing signs and a trail cam to deter future incidents. Josh and Larry also spoke with TJ, Jim Hurl, and Jack Bernards about installing a cable gate. There was discussion concerning the installation of surveillance signs.

Josh completed mowing in the oak area and cleanup in the 3-acre orchard.

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

- i. **Masonville:** There was no comment or discussion.
- ii. **Gopher Valley:** Larry shared that the felled trees have been cleaned up and donated to the Yamhill Valley Heritage Center sawmill.

Larry met with the instructor for the Amity High School Trades Program to discuss a summer project at the Gopher Valley house. Students in the program would learn construction skills such as window installation and siding placement. The district and high school are exploring a summer program where 6-10 students will assist with the installation of new windows and siding on the Gopher Valley home. The high school program instructor is also seeking materials at a discounted rate or by donation.

Josh shared that he completed spray treatment on the property as well as more storm cleanup. He also reported discussions with Jim LeTourneux regarding the purchase of Jim's bridge. Larry spoke with Jim about the bridge's value which has been estimated at \$11,000. Larry and Josh still need to arrange a time to meet with Jim to inspect the bridge. There was discussion concerning the cost and need for the bridge. Larry proposed forming a work group to research the logistics, cost, and installation of the bridge.

- c. **Miller Woods:** Josh reported that Sonya contracted with an arborist to remove hazardous trees from an area of the trail system. The cost of the work was covered under the Oregon Parks & Recreation District (OPRD) Grant. Sonya shared that the tree removal is the last expense under the OPRD grant. A grant monitor will be visiting Miller Woods for a tour of the project area at the end of May.

Larry shared that the district continues discussion about installation of a permanent restroom at Miller Woods. The district received an updated design from the engineer last week. Sonya and Larry submitted comments on the design and are waiting to hear back.

Sonya reviewed the details of the 2021 Miller Woods Trail Race. The race will take place the second weekend in October (Saturday, Oct. 9). Sonya also requested to move forward with a fall plant sale at Miller Woods, Saturday, Oct 16. This sale will feature container plants grown at the nursery.

Luke Westphal shared that work has begun on the native prairie conversion (former hay field) funded by an Oregon Watershed Enhancement Board (OWEB) grant. The first phase of this project includes two seasons of invasive species treatment.

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d. Mt Richmond: Josh cleared debris from the road left from the ice storm. He is continuing to work with the Institute of Applied Ecology (IAE) on the native pollinator project. IAE has hired a spot spray crew to target invasive species before the native plants are installed.

e. Muddy Valley Habitat Reserve: Josh cleared downed trees by the hay field and began treatment of Scotch broom.

Larry, Josh, and Amie met with U.S. Fish & Wildlife Service staff to discuss details of the wetland conversion.

f. Yamhela Oak Conservation Overlook (YOCO): Josh continued clearing debris from the road which had been a result of and left from the ice storm.

Amie and Josh scheduled a meeting with Brent O’Nion, from ODFW, to discuss ways to manage the slash, from the thinning project.

Frank Fromherz has offered to donate some equipment to the district. Larry plans to meet with Frank to discuss the donation.

Larry mentioned that a field tour of district managed properties would provide a good opportunity to invite and familiarize the district board with specific property management practices.

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

- a.** Seasonal treatment of Italian thistle is almost complete.
- b.** Survey work for Garlic Mustard is underway and treatment will begin soon. Marie thanked Susan Aldrich-Markham, Luke Westphal, James Riedman, Jordan Anderson and Yamhill County Public Works for their contributions and partnership.
- c.** A new infestation of garlic mustard has been located along Baker Creek at Ed Grenfell Park. Jordan Anderson surveyed the area.
- d.** The district is working with Oregon Parks & Recreation Department (OPRD) on outreach concerning their treatment of Ludwigia in the Palmer Creek Irrigation District (PCID). Marie has been communicating with the president of the PCID to coordinate treatment. OPRD has hired a contractor to complete the application.
- e.** The district will be working with Integrated Management in July on the treatment of Garden Yellow Loosestrife. All permits for the treatment have been acquired and the contract is complete.

12) BOARD REPORTS: Sam reported on the extent of the fire damage in the Santiam Canyon from the recent wildfires. He expressed concern over the low water level in the area.

13) STAFF REPORTS: Barbara thanked the staff for all the hard work.

14) AGENCY REPORTS:

- a. Greater Yamhill Watershed Council (GYWC):** Luke shared that surveys are underway along the 5-mile stretch of Cozine Creek that has been treated for garlic mustard. No new infestations have been identified in the area and very few flowering plants have been found.
- b. Natural Resources Conservation Service (NRCS):** Thomas shared several updates including:
 - i. Training continues for new employee, Sarah Bartholomew.
 - ii. Two Conservation Stewardship Practices applications have been received: one renewal and one new.
 - iii. EQIP contracting is underway.

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

16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 8:52 a.m.