



**Wednesday, December 8, 2021  
Board Meeting Minutes**

\*BOARD MEETING BY TELEPHONE AND VIDEO CONFERENCE CALL ONLY

Date: \_\_\_\_\_ Authorized Signature: *Barbara Boyer*

| DIRECTORS:       | Present                             | PARTNERS/GUESTS:  | Present                             | SWCD/NRCS:        | Present                             |
|------------------|-------------------------------------|-------------------|-------------------------------------|-------------------|-------------------------------------|
| Barbara Boyer    | <input checked="" type="checkbox"/> | Luke Westphal     | <input checked="" type="checkbox"/> | Larry Ojua        | <input checked="" type="checkbox"/> |
| Gordon Cook      | <input checked="" type="checkbox"/> | Casey Kulla       | <input checked="" type="checkbox"/> | Allison Schwister | <input checked="" type="checkbox"/> |
| Dave Cruickshank | <input checked="" type="checkbox"/> | Ken Nygren        | <input checked="" type="checkbox"/> | Josh Togstad      | <input checked="" type="checkbox"/> |
| Pat FitzGerald   | <input checked="" type="checkbox"/> | Anna Frazier      | <input checked="" type="checkbox"/> | Keith Nasman      | <input checked="" type="checkbox"/> |
| Leo Krick        | <input checked="" type="checkbox"/> | NRCS:             | <input type="checkbox"/>            | Amie Loop-Frison  | <input checked="" type="checkbox"/> |
| Ximena Orrego    | <input checked="" type="checkbox"/> | Thomas Hoskins    | <input checked="" type="checkbox"/> | Wesley Paul       | <input checked="" type="checkbox"/> |
| Sam Sweeney      | <input checked="" type="checkbox"/> | Sergio Villaseñor | <input checked="" type="checkbox"/> | Sonya Wilkerson   | <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 November 2021 board meeting. Pat Fitzgerald moved, and Leo Krick seconded a motion to accept the minutes as submitted. The motion passed unanimously.

| <b>VOTE RECORD: Approve the November 2021 Board Minutes with Resolution attached.</b> |                  |                                     |                          |                                     |                                     |
|---|------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
|   | 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"/>            |

**3) TREASURER’S REPORT:** The board reviewed the November 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.

| <b>VOTE RECORD: Approve the November 2021 Treasurer’s Report as presented.</b> |                  |                                     |                          |                                     |                                     |
|--|------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
|  | 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 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 & Cherryhill Ranch**

Larry reported progress in closing escrow on Seven H with a closing date set for December 21<sup>st</sup> with the hope of closing on both Seven H and Dupee Valley. He has been busy providing information for the settlement with BPA and cleaning up the title. Amie noted that Cherryhill Ranch is on a hold awaiting the closing of those.

**6) NEW BUSINESS:**

**a. 2022 Weed Grant**

Keith noted It was recommended by the Oregon Department of Agriculture that the 2022 Weed Grant be divided into two separate proposals, an aquatic weed grant and a county weed grant. Keith presented the Willamette Aquatic Survey proposal. The proposal focuses on treating a 22.75 mile stretch along the Willamette River for Garden Yellow Loosestrife, Yellow Floating Heart and Ludwigia. Luke presented the County OSWB proposal. The grant will focus on four high priority weed infestations within the county, with work also being done by Public Works. Casey Kulla mentioned \$200,000 of unallocated funds for work on the Upper Nestucca. Commissioner Kulla sent a copy of a request for those funds.

**b. Upcoming Local Advisory Committee Meeting**

Sam Sweeney discussed the upcoming biennial meeting to discuss the water quality plan in the Willamette Valley Basin. The meeting will take place sometime after the first of the year. The district will have some input. They will be working with the Department of Agriculture to set the meeting agenda. One topic is to discuss the impact of Mercury in the county among other topics. Barbara mentioned a presentation on Total Maximum Daily Load (TMDL) relating to mercury and asked Commissioner Kulla if the county could do a presentation on their TMDL efforts. Commissioner Kulla outlined some of the efforts the County was undertaking to reduce mercury in county waterways.

**c. Completion of OWEB Grant**

Barbara asked Wes about an OWEB grant application he was working on. Wes noted that he completed a grant for stakeholder engagement and submitted it prior to the deadline. He is currently coordinating with OWEB to schedule a site visit, if needed.

**7) DISTRICT MANAGEMENT:**

**a. Covid Update**

Wes had no new information on COVID. Thomas reported that NRCS guidance allows for staffing up to 75% in the office. Work at home will be phased out by March.

**b. Staff Transition**

Wes reported that Keith is settling into his new role as Conservation Technician and is doing a great job. Allison is now working solo as Office Administrator since Julie's retirement on November 30<sup>th</sup>.

**a. No Till Drill**

A request came in from a landowner in Marion County to rent the no till drill for work being done in St. Paul. Gordon stated that he would be doing the drill work. Sam Sweeney stated he was fine with people in a local or adjoining county renting the drill if there was no simultaneous demand in Yamhill. Dave Cruickshank agreed.



**8) EDUCATION & OUTREACH:**

**a. Wildfire Prevention Workshop**

Keith reported that dates for the upcoming Wildfire Prevention Workshops are April 16, April 30, and May 7, 2022. He has been working on applications for facility/park use and will be reaching out to potential speakers in January. Wes will be reaching out to Grand Ronde for the workshop scheduled there.

**9) LAND USE:**

**a. Land Use Table:**

Wes reported that six applications were filed, for b & bs, partitions, and a hardship dwelling. Wes and Sam discussed letters to be submitted to the county, with the need to address water usage, extra wells, and noxious weeds in agricultural areas. Letters were submitted by Wes. Barbara would like letters included as attachments in the board packet for future meetings. Casey discussed the growing number of b & b applications being submitted with a large increase in scale. Ximena reported that there were a lot of conversations happening about this topic as it relates to increasing number of employees to support two meal services at B & Bs. The Land Use and Natural Resource Committee of the Oregon Winegrower's Association was not ready to make a recommendation in support of legislation allowing the increase at this time.

**10) DISTRICT MANAGED PROPERTIES:**

**a. Chegwyn Farms:**

Josh spoke with the sheriff regarding the removal of trash left by a homeless camp on the property. Josh and Keith were able to remove and dispose of the items. The trail cam caught a trespasser entering the hay barn on Thanksgiving. The siting was reported to the sheriff's office.

Larry reported on working with Betty Chegwyn to develop an agreement to better clarify and establish roles and responsibilities for the district and Betty. This is a follow-up to a meeting Larry, Barbara and Sam held with Betty in the early fall. With the passing of Charlie in July, everyone agreed it would be useful to clarify responsibilities and document how things will work going forward, relating to management, insurance, rent, property taxes, etc.

Larry commented that Betty's primary interest is to maintain rights so she can continue to live in the home on the farm. She is willing to pay the property taxes on the tax lot (0.4 acres) where the home is located and contribute to the care and maintenance of the landscape and home on this tax lot. Going forward, the district will increase its role in overseeing management of the farm and farmstead and facilitate the rental agreements with the farmers who rent the agricultural lands. The district will pay the property taxes on the farm, except for the 0.4-acre tax lot where Betty lives in.

Larry also commented on the district increasing its role to help better secure contracts for tree pruning and removal. Keith has been taking the lead on this.

The district is developing a list of priority projects for the future. Leo Krick commented on the prospect of installing fencing to help with management of the farmstead. Larry invited Leo to a future site visit (to be scheduled) with he, Sam, Josh, and Keith to review the farmstead and discuss future projects. Future projects could include installation of additional security cameras, removal of the old walnut trees on the north side of the driveway, evaluating electrical service and making needed changes, making improvements to the Butler building, and assisting Betty with some small upgrades to the home.



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

**i. Masonville:**

Josh had no news to report on Masonville.

**ii. Gopher Valley:**

Josh met with a contractor regarding the heat pump. Bids will be needed for work on the heat pump and possibly a new furnace. Larry reported the status of ongoing renovations on the house and shed. He is waiting on bids from several contractors and expects greater than anticipated costs for the renovation.

**c. Miller Woods:**

Sonya reported that Larry has been working with an architect on plans for the new restrooms. Larry also talked with Yamhill County Public Works about grading the Miller Woods driveway, which they agreed to do. Sonya has purchased volunteer appreciation gifts for 12 regular volunteers. She will be working with Josh and a willow expert to determine the source of the recent willow damage.

**d. Mt. Richmond:**

Josh reported no news at Mt. Richmond.

**e. Muddy Valley Habitat Reserve:**

Josh reported that he is working on treating ivy and Vinca.

**f. Yamhela Oak Conservation Overlook (YOCO):**

Josh shared that slash pile burning is wrapping up and would be continued in the spring. He has been working on fence removal around the property.

**11) NOXIOUS WEED REPORT:**

Luke and Keith discussed previously.

**12) STAFF REPORTS:**

No staff reports discussed.

**13) BOARD REPORTS:**

Pat had no news; thank you to the district for all the hard work. Sam questioned the safety of the cleanup work done at Chegwyn Farms by Josh and Keith and suggested exploring the availability of the sheriff's inmate clean-up crew in future instances. Sam mentioned the great rainfall. Ximena brought up the topic of water theft occurring in southern Oregon and questioned water theft occurrences in Yamhill County. Barbara relayed her knowledge of an issue in Polk County.

**14) AGENCY REPORTS:**

Thomas discussed RCPP applications, new projects in CIS area, and the EQUIP eligibility deadline approaching. He asked the board if the local work group meeting could follow the February board meeting, and if the district would pay for public postings for the meeting. The board agreed. It was also mentioned that the district should post notice of the meeting using their database and possible social media sites as well.

Luke discussed a program for unpaid interns to be paid federal minimum wage. Interns from Linfield will be working with him this spring.

Larry discussed a masters student project that will include work on a management plan for a protected conservation property. Amie and Keith will be involved in this project.



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**15) PUBLIC COMMENT:**

No public comment provided.

**16) ADJOURNMENT:** Barbara Boyer adjourned the meeting at 9:14 a.m.