



**Wednesday, March 9, 2022**  
**Board Meeting Minutes**

**2A**

\* BOARD MEETING BY TELEPHONE AND VIDEO CONFERENCE CALL ONLY

Date: 4/13/2022

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 type="checkbox"/>	Elaine Howard	<input checked="" type="checkbox"/>	Allison Schwister	<input checked="" type="checkbox"/>
Dave Cruickshank	<input checked="" type="checkbox"/>	Doug Rux	<input checked="" type="checkbox"/>	Keith Nasman	<input checked="" type="checkbox"/>
Pat FitzGerald	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Amie Loop Frison	<input checked="" type="checkbox"/>
Leo Krick	<input checked="" type="checkbox"/>	NRCS:	<input type="checkbox"/>	Josh Togstad	<input checked="" type="checkbox"/>
Ximena Orrego	<input checked="" type="checkbox"/>	Thomas Hoskins	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Sam Sweeney	<input checked="" type="checkbox"/>		<input type="checkbox"/>		

**1) CALL TO ORDER & LATE AGENDA ITEMS:** Barbara Boyer called the meeting to order at 7:33 a.m.

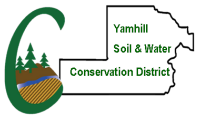
*Note:* Today’s meeting did not convene in a public setting but was held by telephone and video conference call. Information and access codes were provided in advance; on the district’s website, the local newspaper (News Register) and sent with board packets to the district’s distribution list.

**2) BOARD MINUTES:** The board reviewed the minutes from the February 2022 board meeting. Sam Sweeney moved, and Ximena Orrego seconded a motion to accept the minutes as presented. The motion passed unanimously.

VOTE RECORD: Approve February 2022 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>

**3) TREASURER’S REPORT:** The board reviewed the February 2022 Treasurer’s Report. 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 February 2022 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 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: Dupee Valley & Cherryhill Ranch**

Larry stated that he anticipates the closing for Dupee Valley to occur in the next week. He is working with the title company on recording the reimbursement which should be approximately \$600,000.

**b. Local Work Group Meeting**

The Local Work Group Meeting was held after the February board meeting by video conference call. Thomas hopes to present a report on the survey results from the meeting next month.

**c. Native Plant Sale**

Larry reported the district received 600 pre orders for the sale, which is a 25% increase over last year. This led to more work packing orders, but the sale was a success and netted about \$15,000. Leo commented that the sale is like a well-oiled machine with Sonya on point and everyone having a good time. Josh commented that more plant inventory would be acquired next year as everything sold out this year. He said that the sale was a great team effort and like a well-oiled machine.

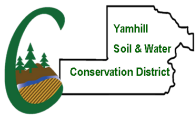
**d. OWEB Grant-Muddy Valley Reserve**

Amie reported on progress related to the District's OWEB grant application for the Muddy Valley Habitat Reserve Wetland Complex project. We have been informed by OWEB that we ranked #4 out of 9 large restoration grants which were submitted for funding this cycle. The OWEB review team has recommended our grant for funding, but we won't be guaranteed funding until the OWEB Board votes on it in April. So far, it looks like there will be enough funds available. The total project cost is \$319,506. OWEB will provide \$213,767 in grant funding. A big thank you to USFWS for providing over \$95,000 in match towards the project. The project will begin this summer.

**6) NEW BUSINESS:**

**a. Wildfire Prevention Workshops**

Keith reported that all arrangements have been made with the three venues hosting the workshops. There are seven presenters confirmed for each date with specific topics to discuss. There are five articles being written by the presenters that will be published on the district website and shared on social media. Outreach for the workshops continues to progress with an ad running in the Roots to Roofs magazine, a district email blast, and an information portal on the district website. Leo asked how Keith envisioned the event stations running. Keith was open to suggestions on how best to circulate groups through the stations and may set up an RSVP for the events to help with planning.



**b. City of Newberg Presentation**

Doug Rux presented the Newberg Urban Renewal Plan. There was discussion afterwards regarding the long-term implications of tax dollars lost to the district, and that if multiple urban renewal plans were put forth simultaneously, this could have a drastic negative impact on the district’s annual budget. It was agreed that Larry will submit a previously a letter to the city of Newberg voicing the district’s concerns.

At 9:18 am Barbara Boyer left the meeting and transferred control of the meeting to Vice Chair Dave Cruickshank.

**7) DISTRICT MANAGEMENT:**

**a. Covid Update**

Thomas provided an update that staffing levels are at 75%. The CDC will be lifting the mask mandate as of midnight on March 11<sup>th</sup>, 2022. Masks will no longer be required in the office; however, anyone who has been recently ill, traveled, or attended large gatherings is asked to wear a mask.

**b. Budget Calendar \*ACTION**

The board reviewed the 2022-2023 Budget Calendar. Sam Sweeney moved, and Pat FitzGerald seconded a motion to appoint Larry Ojua as Budget Officer. The motion passed unanimously.

<b>VOTE RECORD: Appoint Larry Ojua as 2022-2023 Budget Officer.</b>					
	<b>DIRECTOR</b>	<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Motion</b>	<b>Seconded</b>
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input 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 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"/>

The board reviewed the 2022-2023 Budget Calendar. Pat FitzGerald moved, and Ximena Orrego seconded a motion to accept the 2022-2023 Budget Calendar as submitted. The motion passed unanimously.

<b>VOTE RECORD: Approve the 2022-2023 Budget Calendar as presented.</b>					
	<b>DIRECTOR</b>	<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Motion</b>	<b>Seconded</b>
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input 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 checked="" type="checkbox"/>
	Sam Sweeney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**c. Refund Security Deposit to Yamhill County Historical Society (YCHS) \*ACTION**

The board reviewed the NPS security deposit returned by YCHS. Dave Cruickshank moved, and Sam Sweeney seconded a motion to return the deposit as a donation to YCHS. The motion passed unanimously.

<b>VOTE RECORD: Return deposit to YCHS as donation.</b>					
	<b>DIRECTOR</b>	<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Motion</b>	<b>Seconded</b>
<input checked="" type="checkbox"/> Accepted	Barbara Boyer	<input 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 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 checked="" type="checkbox"/>

**d. Farm Fest Event Participation**

Farm Fest is being held at Yamhill County Historical Society on April 9<sup>th</sup>, 2022. The district will be represented at a vendor booth shared by the Greater Yamhill Watershed Council. Allison will coordinate the materials needed and volunteers to staff the booth during the event. Farm Fest is a popular family event and is an opportunity for the district to return to in person public outreach. Sam and Leo offered to help with event.

**8) LAND USE:**

**a. Land Use Table**

Larry submitted letters to the Yamhill County Planning Department as discussed with Barbara and Sam. There was discussion regarding education on water rights and a possible collaboration with other agencies in Yamhill County regarding drought concerns. There will be further discussion on how best to communicate concerns to the county and to encourage their consideration. Leo suggested bringing some issue to the state level.

**9) DISTRICT MANAGED PROPERTIES:**

**a. Chegwyn Farms:**

Josh reported on a meeting held at Chegwyn on Monday to plan for the orchard removal now that the cows are gone. Security for the property was also discussed at the meeting. Leo suggested perimeter fencing might be an option. Larry suggested that fencing might be possible down the road but was premature at this time until the orchard work was completed.

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

**i. Masonville:**

Josh stated there were no updates on Masonville.



## Wednesday, March 9, 2022 Board Meeting Minutes

2A

### ii. **Gopher Valley:**

Josh reported that he had been out to check, and the heat was working in the house. Larry spoke with a contractor and will continue with work on the home improvements later this year after the Dupee Valley project closes.

### c. **Miller Woods:**

Josh reported for Sonya that there were approximately 16,000 plants left to be planted for the USFWS grow out. Sonya has been doing a great job being creative in reaching out to volunteers to get the planting done. Two Linfield students were hired to work part-time on the weekends, and groups such as the master gardeners are lined up to help as well.

Larry gave an update on the restroom building progress. Plans are finished, permits and bids are being pursued. Larry is working on getting estimates so the district can determine feasibility to move forward. The committee will meet to discuss the rental of the Miller Woods house now that Sonya has moved out. The committee will meet with Luke Westphal to discuss an agreement and possible May move in date.

### d. **Mt. Richmond:**

Josh reported that Norvella inquired about grading the driveway. Josh provided her a contact for the work.

### e. **Muddy Valley Habitat Reserve:**

Josh is working with Amie and Chris Seal on the wetland conversion project. They met with operators who will be involved with the work.

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

Josh will be continuing with clean-up and chainsaw work on the property.

## 10) **NOXIOUS WEED REPORT:**

Luke Westphal reported the December 2021 grant proposals were accepted and are both being fully funded. Grant agreements should be coming in soon. The Greater Yamhill Watershed Council is currently hiring two interns to work on weed grants. So far, there has been only one applicant.

## 11) **STAFF REPORTS:**

No staff reports discussed.

## 12) **BOARD REPORTS:**

No board reports discussed.

## 13) **AGENCY REPORTS:**

Thomas reported that NRCS is currently working on 12 contracts. He attended the dairy convention which was an in-person event.

Luke Westphal reported on steelhead spawning surveys coming up involving Willamina and Mill Creeks. He will be coordinating with the tribe to conduct surveys on tribal lands.

Larry discussed the possibility of returning to in-person board meetings. Board members agreed that it would be great to return to in-person. The April 2022 board meeting will remain virtual with the topic of the May 2022 board meeting being in-person added to the agenda for approval.



**Wednesday, March 9, 2022**  
**Board Meeting Minutes**

**2A**

**14) PUBLIC COMMENT:**

No public comment provided.

**15) ADJOURNMENT:**

Dave Cruickshank adjourned the meeting at 10:02 a.m.