

**Polk Soil and Water Conservation District
Board Meeting Minutes - APPROVED**

Polk SWCD Office-NRCS Conference Room
580 Main Street, Suite A, Dallas OR 97338
January 14, 2015 6:00PM

In Attendance:

Directors

David Simmons (Chair)
Chad Wood (Vice-Chair)
Frank Pender (Secretary)
Linda Marquardt-Sutton (Treasurer)
David McKibben (Director elect)

Staff

Karin Nembach (Manager)
Tom Wilson (Clerk)

Directors Emeritus/Associates/Guests

Tom Finegan - NRCS
Jock Dalton – guest/appointed director
Kelly Gordon – associate/appointed director
Mel Chase – guest
Lois Loop- guest/appointed emeritus
Nancy Heuler-guest
Judy Beebe-associate
Jim Clawson-emeritus

BOARD MEETING

CALL TO ORDER - David Simmons, Chair, called the Board Meeting to order at 6:01 PM. Directors Simmons, Woods, Pender, and Marquardt-Sutton were all present to start the meeting as well as director elect McKibben.

INTRODUCTIONS- Introductions of all individuals were made.

PUBLIC COMMENT – Jim Clawson announced the Polk County Livestock Association is having their annual meeting on January 24th at the Polk County Fairgrounds in the Arts and Crafts Building, please RSVP ASAP. The CEO of Wilco will be the guest speaker. He also informed the District board that the Polk extension service board is having their quarterly meeting at 12:30pm January 21st at the extension office to report on activities and budgets.

Director Pender asked to add a line item regarding the board vacancy.

ACTION ITEMS

SWEARING IN OF ELECTED OFFICIALS – Vice-Chair Woods volunteered to swear in the directors, as the County Commissioners were not available due to a conflicting meeting. By consensus the group decided on swearing in as a group. Pender, Simmons and McKibben were sworn in as directors of the Polk County Soil and Water Conservation District.

APPOINTMENT/SWEARING IN OF KELLY GORDON - Pender moved to appoint Kelly Gordon as Zone 5 Director, Marquardt - Sutton 2nd. No Discussion, passed unanimously. Gordon was sworn in as a director of the Polk County Soil and Water Conservation District by Vice-Chair Woods.

MODIFIED AGENDA- Added was the request for an "inter-seeding" planter and RCPP update, as well as changing the order of what was sent out the previous week. Pender moved to accept the modified agenda, McKibben 2nd. No Discussion, passed unanimously.

ELECTION OF OFFICERS-

- Marquardt-Sutton moved to appoint David Simmons as Chair, Woods 2nd. No Discussion, passed unanimously.
- Simmons moved to appoint Woods as Vice Chair, Pender 2nd. No Discussion, passed unanimously.

- Marquardt-Sutton nominated Gordon for treasurer and he declined.
- Simmons moved to appoint Marquardt-Sutton for Treasurer. Gordon 2nd. No Discussion, passed unanimously.
- Chad Woods moved to nominate Pender as Secretary. 2nd by Gordon. No Discussion, passed unanimously.

APPOINT EMERITI AND ASSOCIATE DIRECTORS –

Pender moved to appoint Emeriti and Associates, Wood 2nd as stated in Handout #1 as follows:

- Emeriti: Jim Clawson, Terry Lamers, Brian Sparks, Tom Tomson, John (Jock) Dalton, and Lois Loop.
- Associates: Judy Beebe and Rachel Walker.

Ms. Loop stated that she was not elected, but appointed to the board for a short while, and by consensus the board agreed that she had served and has knowledge of District operations and should be an emeritus. Passed unanimously.

TREASURER’S REPORT (see attachment A)- Nembach explained that the tax funds are coming in and she will put the Local Government Investment Pool (LGIP) money in a separate insured account, per district policy, once it reaches over \$50,000. She explained the difference in last year’s total checking/savings (\$419,064.80) and this year’s (\$391,531.63) was a payout for wildlife habitat restoration (\$31,400) that will be reimbursed by the Oregon Watershed Enhancement Board (OWEB).

She explained that the auditor (Richard Winkle) is working on fixing the incorrect payroll entries from the beginning of 2014 (there should be no negatives on attachment A2, Payroll Liabilities). Beebe explained she saw the numbers and that the problem was in having different folks doing payroll different ways. The District has filed for an extension to the audit (until March 31, 2015) and the problems should be resolved by then.

David Simmons asked about ‘retained earnings’ (under Equity, attachment A2) and Beebe explained that it was the net income from the prior year, also called ‘balance brought forward’. Nembach explained that the ODA payments for water quality monitoring were coming in regularly. Woods moved to accept the treasurer’s report as presented, Pender 2nd. No Discussion, passed unanimously.

BOARD MINUTES (see attachment B)-

Pender moved to accept the “November 5th” board minutes and was corrected by Chair Simmons to be the December board meeting minutes as presented, 2nd by Woods. No Discussion, passed unanimously.

BUDGET CALENDAR (see attachment C)- Nembach will send out an email with possible dates to do the annual work plan. Pender asked for 3-4 options. Simmons moved to appoint Nembach as the budget officer, 2nd Woods. No Discussion, passed unanimously.

Pender moved to accept the budget calendar as presented, Marquardt- Sutton 2nd. No Discussion, passed unanimously.

OSU EXTENSION INTER-SEEDING COVER CROP STUDY- see handout #2. Nembach read from the hand out to explain the program to the board (Ed Peachy from OSU and the Extension Service are conducting the study that needs a \$24,000 piece of specialty equipment). Simmons said the equipment has been in use in the mid-west for several years. Discussion regarding the project, where the money would come from, and what will happen to the machine after the study. Simmons suggested that it be tabled until next month and see how much money Mr. Peachy has raised in the community and give Nembach a chance to find some money in the SWCD Budget to put toward the equipment.

MONTHLY CALENDAR (see attachment D) - information only

SDAO CONFERENCE FEB.6-9 IN EUGENE (see attachment E) - Nembach reported that lodging is filling up fast. The district has a credit of \$370 from last year. Nembach was planning on attending Friday Feb 6th and Saturday Feb. 7th, but the date conflicts with the District’s Native Plant Sale. The last day to register is Jan. 28th. Nembach explained that the District can receive a discount on liability insurance with SDAO if a director attends.

Simmons talked about wanting to do a joint training with Yamhill and Marion SWCD's. Simmons also mentioned a non-profit group in Philomath has a good training available for non-profits which would be good to utilize. He also suggested Karla Sanders.

REGIONAL CONSERVATION PARTNERSHIP PROGRAM (RCPP) UPDATE (see attachment F) - information. The North Willamette Valley Upland Oak Restoration Partnership will be funded. It is a 5 year, \$2 million contribution from the USDA. The Yamhill SWCD is the lead partner in the project and there is still work that needs to be done to develop a ranking plan and decide who is going to do what part of which job. Nembach reported it is in the very early stage and she will have more information as the partnership make a plan. Nembach explained that Yamhill SWCD already has several easements containing oak savannah, and the Polk SWCD is in the process of purchasing one. Ms. Heuler asked what makes an oak savannah and T. Finegan said there are several different definitions but NRCS considers 5-25 trees/acre over 2 feet DBH (diameter at breast height) a savannah. Discussion regarding what is important to the board in the ranking process. Nembach reported that now that the funding is secured the partnership will be moving forward quickly. Finegan reported that it was the only successful projects from the state funding pool (as opposed to the federal and regional). Nembach reported they are looking at 'opportunity areas' to connect preexisting properties and make a corridor. She also stated that there is a potential for CREP (Conservation Reserve Enhancement Program) training in Polk County.

BOARD VACANCY – Pender moved to nominate John “Jock” Dalton as Zone 4 Director. 2nd by Woods. No Discussion, passed unanimously. Dalton was sworn in as a director of the Polk County Soil and Water Conservation District by Vice-Chair Woods. Simmons suggested the new directors use an official email address.

COMMITTEES

EASMENT- Nembach reported on the “Lick Skillet” property on Sunnyside road off of Van Well. There are 80 acres of 3 different habitats. She has filled out the purchase and sale agreement. The application is due on Feb. 20th. There is \$125 million from BPA (Bonneville Power Administration) for land acquisition in the Willamette basin, and historically Polk County has not received much. The district has to pay for the assessment, but BPA funds will fund the rest. Nembach said there are also funds that add money back to the county for lost tax revenue. The property is currently on farm deferral, and will move to wildlife deferral. Pender said that it has forest, savannah and a water way which are all good for education. Discussion regarding other potential properties.

PERSONNEL- Nembach explained that S. Finegan's review is due. Nembach also needs an evaluation. Nembach explained that OSU extension might want to share the new outreach person, and will have more information in a few weeks, so Nembach is holding off putting out the job announcement until she hears back from Derek Godwin. The personnel committee will meet to do her review and make a decision regarding the outreach person.

Jim Clawson thanked the board and Nembach for working with extension and encouraged the board to continue to develop that relationship.

REPORTS

NRCS- information: see handout #3

WATERSHED COUNCILS-

LWC - Luckiamute- Nembach reported they had officer elections. Their first two small grants (OWEB) were awarded yesterday, Jan. 13. The Ritner Creek project will do ivy removal (students will do the pulling and professionals will spray herbicide). The other project is willow staking in the Meyer Memorial Trust model watershed (on the Luckiamute River) which will cover 2 miles of stream bank.

GGWC - Glenn-Gibson- Simmons reported they are still working on the Audubon park. There was no meeting in December and the next meeting is tomorrow, Jan. 14th.

RWC - Rickreall- They are now eligible to apply for capacity funding. Hunt is doing a lot of work with the city to find out what to do regarding fish passage. Hunt is also working on putting Christmas trees in Rickreall.

Woods stated there is \$20,000 left in the OWEB fund. Glenn-Gibson needs to get their paperwork in order before next Tuesday or about \$10,000 will be returned to the fund.

Discussion regarding the Rickreall/GG coordinator position and whether it should be shared between the two. Nembach explained that Hunt is quite busy with his work with the District and RWC. It is possible is that the new outreach person could share the position. Woods said it would be good way serve West Salem, where a large part of the tax revenue comes from.

STAFF (see attachment Z) - info

CHAIR- Simmons and Emeritus Clawson will meet and work on the District's policy committee.

DIRECTORS-

Woods - lots of geese on his property.

Pender- Timber bids only on computers now.

Marquardt-Sutton-none

McKibben-none

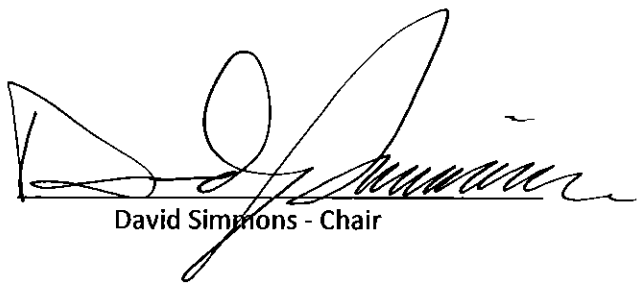
Dalton-none

Gordon-none

Guest Mel Chase gave a little information about himself. He worked for BLM for over 30 years, all over Oregon and Washington DC. He currently has a commercial apple orchard and has a background in agriculture, forestry, and water.

ADJOURN: 8:17 PM

Respectfully submitted by Office Administrator Tom Wilson, January 22nd, 2015.



David Simmons - Chair

February 11th, 2015