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**Polk Soil and Water Conservation District
February 14, 2018 Board Meeting Minutes**

Polk SWCD Offices: 580 Main Street, Suite A, Dallas OR 97338

Attachments available on request

In Attendance:

Directors

Mike Wilson
Chad Woods
Frank Pender
Matt Crawford

Staff

Karin Stutzman
Tom Wilson
Patti Britt
Lucas Hunt

Directors Emeritus/Associates/Guests

Mel Chase – Associate
Evelyn Conrad - NRCS

BOARD MEETING

CALL TO ORDER & INTRODUCTIONS: Frank Pender, Chair, called the Board Meeting to order at 6:04 PM. Directors Wilson, Woods, Pender, Crawford were present to start the meeting. Introductions were made.

PUBLIC COMMENT: None

ACTION ITEMS

UPDATED AGENDA: Admin Assistant Wilson stated he forgot to add the Annual Meeting Minutes. Pender added this to the agenda.

JANUARY TREASURER’S REPORT (see attachment A): *Crawford moved to accept the January treasurer’s report as presented, Wood 2nd. No Discussion; passed unanimously.*

JANUARY BOARD MINUTES (see attachment B): *Wood moved to accept the January board meeting minutes as presented, Crawford 2nd. No Discussion; passed unanimously.*

ELECT BUDGET OFFICER: *Woods moved to nominate Stutzman as the budget officer. 2nd by Crawford. No Discussion; passed unanimously.*

APPROVED BUDGET CALENDARS (see attachment C): *Wilson moved to accept the budget calendar. 2nd by Crawford. No Discussion; passed unanimously.*

SPONSORSHIP FOR POLK COUNTY FAIR (see attachment D): Woods stated that by policy, any funds have to come from income from Claudia Rental or Plant Sale. *Woods moved to sponsor \$250 for a banner at the Polk County Fair. 2nd by Crawford. Discussion regarding presenting at the Polk County Fair; passed unanimously.*

ANNUAL MEETING BOARD MINUTES (Handout 1): *Crawford moved to accept the Annual Meeting board meeting minutes as presented, Woods 2nd. No Discussion; passed unanimously.*

DISCUSSION:

APPOINT COMMITTEE MEMBERS (ATTACHMENT E): Many committee member appointments were reorganized with new appointees. Added Morgan to the Agriculture Water Quality Committee. OWEB small grant team needs a new member, and Crawford will be the District rep.

CHAD TO CLOSE OUT BANK OF AMERICA ACCOUNT: *Crawford moved to close the account giving Chad Woods the discretion to close the account out. 2nd by Wilson. No Discussion; passed unanimously.*

NEW FISCAL COMMITTEE MEMBERS- OPEN CITIZEN'S ACCT: *Moved by Crawford, 2nd Wilson to allow Dalton to use \$100 from SCU to open an account at Citizens Bank. No Discussion; passed unanimously.*

POLK COUNTY PLANNING DEPT. FLOW CHART (ATTACHMENT F): At the request of Mike Wilson, Stutzman presented this to the board and staff.

NEIGHBORLY ADVICE FROM THE BOARD: Stutzman presented an example of common occurrence quarrels between rural neighbors the staff have seen and asked the board's advice. Crawford suggested the board not get too involved: He would like to see the District be a facilitator instead. *Discussion regarding ditches and Oregon law.* By consensus the board suggested facilitating a meeting with the landowners, provide some simple options if feasible, and at last resort offer the ODA Mitigation Program.

TAX DEFERRAL: At the last Lower Willamette Basin Team meeting, there was a discussion regarding ODF wildlife tax deferral available in some counties. There is no ODF&W staff to keep practices updated or enforced. *Discussion regarding local history of deferrals.* Other districts will be putting on a workshop to begin a discussion on how to possibly get this deferral working again the first week of March 2018 and Stutzman will attend and bring back findings.

INFORMATION:

CALENDAR (ATTACHMENT G)

WATERSHED COUNCIL CAPACITY GRANT UPDATE: Hunt addressed the board on his discussions with the Glen-Gibson and Rickreall Watershed Councils. OWEB does not expect the councils to merge. OWEB application is due March 1st 2018, for an extra Organizational Building grant that Lucas will turn in for the councils to address how councils can better utilize capacity funding and grow their business structure. In his application there would be a series of meetings that he would like to have happen between the councils and possible contracted partners. It will be an additional 7 to 14 months before the process is complete. Pender and other board members do not think there is a need for the District to be involved in the discussions at this time. Hunt stated that it would help to reduce redundancy and provide direction for his position. *Discussion regarding the process of collaboration, keeping things *status quo* for now.* Conrad suggested the councils find something unique that they do that warrants funding.

REPORTS:

NRCS – See Handout #2. *Discussion on NRCS programs.*

WATERSHED COUNCILS

Rickreall – see above

Glen Gibson – see above

Luckiamute – building on 501c3 status, created a fund raising committee, gathering more outreach grants to support more outreach programming.

Greater Yamhill – None

STAFF (see attachments Z) – *Discussion regarding Hunt's schedule.* Bell will probably receive an OWEB restoration grant for Jont Creek.

DIRECTORS

Pender - None

Woods - None

Wilson - None

Crawford - None

ADJOURN 7:56 PM

Respectfully submitted by administrative assistant Patti Britt on February 15, 2018.


Frank Pender -Chair

DATE 3-14