

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

April 12, 2017

Polk SWCD Office-NRCS Conference Room
580 Main Street, Suite A, Dallas OR 97338

In Attendance:

Directors

David Simmons (Chair)
Chad Woods (Vice-Chair)
Mike Wilson
Frank Pender (Secretary)
Jock Dalton (Treasurer)
David McKibben
Matt Crawford

Staff

Karin Stutzman (Manager)
Tom Wilson (Office Admin)

Directors Emeritus/Associates/Guests

Sue Reams (NRCS)
Mel Chase (Associate)
Judy Beebe (Associate)
Del Blanchard (Global Networking)

BOARD MEETING

CALL TO ORDER – David Simmons, Chair, called the Board Meeting to order at 6:10 PM.

INTRODUCTIONS- Introductions of all individuals were made.

EXECUTIVE SESSION 6:15 PM - As authorized by ORS 192.660 (2)(i), the board entered executive session review and evaluate the employment related performance of the District Manager.

MEETING RECONVENED: 6:25 PM

PUBLIC COMMENT - none

ACTION ITEMS

REVISED AGENDA: *Pender moved, Dalton 2nd, to accept the revised agenda as presented. No Discussion; passed by unanimous vote.*

At this time (6:30 PM) Director Woods Arrived.

GLOBAL NETWORK SUPPORT BUDGET CONSIDERATIONS: Blanchard explained that servers tend to last 4-5 years (due to the heating/cooling cycle). He replaced the district's server 4 years ago. A new server would cost \$7300 plus labor (\$3600-\$4000). He said a new network switch is needed as well. Woods suggested taking the money from the contingency fund this year, as computer services are essential to operations. *McKibben moved to spend \$11,500 for the server and labor, with a network switch included, 2nd Pender. No Discussion; passed by unanimous vote.*

DISTRICT MANAGER PERFORMANCE REVIEW: *The personnel committee (in executive session) made a recommendation to the full board on the pay raise for the district manager. No 2nd needed; No Discussion; passed by unanimous vote.*

MARCH TREASURER'S REPORT (see attachment A): *Pender moved, Dalton 2nd to accept the March 2017 treasurer's report as presented. No Discussion; passed by unanimous vote.*

MARCH BOARD MEETING MINUTES (see attachment B): *Pender moved, Crawford 2nd, to accept the March 2017 board meeting minutes as presented. No Discussion; passed by unanimous vote.*

INVESTMENT POLICY (see attachment C): Stutzman explained that she put together the policy from the SDAO's template. *Discussion on current committees and whether there will a separate Investment Committee.* The current Fiscal Committee will decide future investments, with Stutzman as the investment officer. *Pender moved, Wilson 2nd to accept the new investment policy as presented. No Discussion; passed by unanimous vote.*

OACD OFFICER ELECTIONS: (see attachment D): Vote will be in Pendleton on May 2nd at CONNECT. Simmons said that there will be a vote on the bylaws as well. OACD has temporarily waived the due fee requirements for voting. *Discussion regarding changes to OACD bylaws and elections. Pender moved to cast a unanimous ballot as presented, 2nd Wilson No Discussion; passed by unanimous vote.*

INFORMATION ONLY

OACD ANNUAL BUSINESS MEETING AT CONNECT (see attachment E): Agenda, Info Only

DIRECTORS TO CONNECT: Simmons is registered, but might not attend as he feels the short 4 hour business meeting is not worth the drive. He would like to see more time spent in getting the OACD to function better.

OACD MEETING MINUTES (see attachment F): Info Only

OACD MEMBERSHIP DUES (see attachment G): Info Only

CALENDAR (see attachment H): Lower Basin meeting at Willow Lake Water Treatment facility in Keizer, May 23 at 9am.

REPORTS

NRCS – Reams explained that she is preparing for a possible government shut down. She is working to get all contracts in order before then. She said the federal hiring freeze has been lifted. *Discussion regarding ditch maintenance.*

WATERSHED COUNCILS (see attachment I):

Glenn-Gibson- website is up and running, spot spraying at Eola Ridge, tour of Salem-Towne pond.

Greater Yamhill- see handout

Rickreall - none

Luckiamute- see handout

STAFF (see attachment Z) – info only. Wilson explained that the “Entering Polk SWCD” Hwy 99 sign between Benton and Polk Counties has been installed. Wilson has ordered the “Safety Zone” signs for the easements, and working on getting more highway signs made for other entrances into Polk County. He also stated that the “Rural Living in Polk County” has been printed, and handed out copies to the directors.

DIRECTORS-

Simmons stated the SWCC sent out a newsletter.

Woods would like a review on large wood structures and an update from Hunt.

Stanton wants to have the city council more involved.

Wilson - none

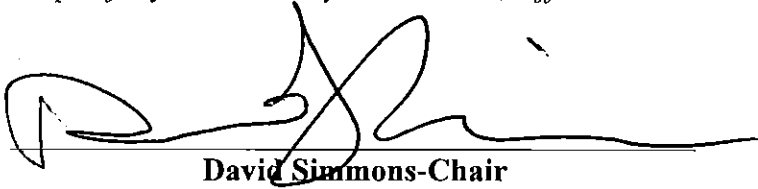
Pender wanted to know whether there is a working plan for a splash (pillow) at the dam.

Chase asked about the monitoring on the Rickreall Wood Placement. Stutzman will ask Hunt to speak to the board.

Beebe - none

ADJOURN: 8:15 PM

Respectfully Submitted by Tom Wilson, Office Administrator, April 17, 2017.



David Simmons-Chair

May 17, 2017
DATE