

Polk Soil and Water Conservation District (SWCD) July 9, 2014 Board Meeting Minutes - **APPROVED**

Location: Polk SWCD Office
580 Main Street Suite A, Dallas OR, 97338
Date: July 9, 2014
Start Time: 6:01 PM

Attendance:

Directors	Staff	Directors Emeritus/Associates/Guests
David Simmons	Karin Nembach	Sue Reams - NRCS
Chad Wood	Tom Wilson	Larry Ojua – Ex. Director Yamhill SWCD
Frank Pender		Judy Beebe – citizen/associate director candidate
Linda Marquardt-Sutton		Luke Westphal – Greater Yamhill Watershed Council

BOARD MEETING

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

INTRODUCTIONS - Introductions of all individuals were made.

PUBLIC COMMENT- None

PRESENTATION - LARRY OJUA, Executive Director of the Yamhill SWCD, spoke regarding the Regional Conservation Partnership Program (RCPP) Oak Savannah Project. He would like to target oak restoration and is proposing a partnership between Polk and Yamhill SWCDs. He presented a rough outline to the board (see handout #1: executive summary) and explained that there are a lot of details the program has to hammer out (i.e. ranking process). He spoke of the 2 pieces of the program: money for landowners, and technical assistance money. He suggested one technical assistant per district. He used \$1500/acre for his calculations in the preliminary proposal, for a total of 3.1 million. The districts themselves can't apply to the program if they own the property, but private landowners can. Discussion regarding Mr. Ojua's preliminary proposals and the many, many, many unknowns of the new program.

The board reached a consensus to support Mr. Ojua's pre-proposal for the RCPP North Willamette Valley Oak Restoration Partnership as presented to the board via the executive summary, as well having District Manager Nembach write a letter of support for the project from the board.

Mr. Ojua said he would be happy to share information regarding easements if the Polk SWCD ever decided to acquire any.

AGENDA ITEMS

TREASURER'S REPORT (see attachment A) - Woods said that we ended up about \$41000 ahead of our projected balance for the year. Pender moved to accept the treasurer's report as presented. Marquardt-Sutton 2nd. No discussion. Motion passed unanimously.

JUNE 11, 2014 BUDGET MEETING MINUTES (see attachment B) - The board decided to not vote on these minutes until the 2015 Budget Meeting.

JUNE 11, 2014 BOARD MEETING MINUTES (see attachment C) - Pender moved to accept the June 11, 2014 board meeting minutes as presented. Woods 2nd. No discussion. Motion passed unanimously.

ON-LINE BILL PAY OPTIONS- Discussion regarding the requirements and/or cost of online bill pay. Judy Beebe said that routine monthly bills are commonly paid on-line. Woods said he would like to still have the same level of oversight he has now. Marquardt-Sutton suggested recurring bills would be ok, because QuickBooks can do repeated entries, so it would not take much time. Ms. Beebe suggested printing out the transaction to allow for Mr. Woods to track the expenditures, and Pender agreed.

ZONE 4 DIRECTOR APPOINTMENT-Simmons said that it would be better to work on getting a candidate on the ballot for the November election and that Tom Finegan of the National Resource Conservation Service has a potential list.

DIRECTOR ELECTION PROCESS UPDATE-Clerk Wilson described the process the District has completed, including putting out the legal notice to three local papers (Smoke Signals, Polk IO, and West Side) to be published in mid-July, as well as having an announcement and election packets available on the web site and in the front office for the public.

REVIEW ASSOCIATE DIRECTOR LETTER (see attachment D)-Judy Beebe described her background as a QuickBooks instructor. Woods asked for her opinion on conservation and districts. She replied she has no background in conservation, but thinks that it is healthy for the environment and good for the community. She is a teacher by trade and likes to help people learn to succeed. Woods moved to accept Judy Beebe as an associate director. Pender 2nd. Discussion regarding requirements of the position. Motion passed unanimously.

RECORD RETENTION PROCESS REQUEST-Clerk Wilson described the documents he found while organizing a file cabinet, which included old check registers, old scholarship applications for students and teachers, a report on the Willamette River channel maintenance feasibility study, material from the cities of Independence and Monmouth regarding potential urban growth rule changes, and material sent from Wallace Bridge to the district regarding an appeal of an NRCS easement. The board reached a consensus that none of the documents presented needed to be retained. Clerk Wilson asked how they would like to handle these questions in the future and suggested he bring them to the board if he thinks they have any merit to keep beyond any retention schedule (historical or significant documents), and the board agreed.

ANNUAL MEETING LOCATION APPROVAL - Woods moved to have the annual meeting at Seabreeze farms . Marquardt-Sutton 2nd. Discussion on logistics and what to include on the agenda (including fundraising for Claudia Chinook repair) and potential catering options. Motion passed unanimously.

MONTHLY CALENDAR-(see attachment E)-No Discussion

DIRECTOR TRAINING-Simmons explained the savings was 2%, and the savings would be around \$93. Each board member would have to participate, and each training is over an hour. Since there are only 4 months left to achieve this goal this year, it would take up a lot of the board's time. It was decided to postpone training until after November, when the credit could be applied to next year's premiums.

OACD BASIN CHAIR DISCUSSION-Simmons described the OACD Basin Chair system. It costs over \$4000 a meeting to bring all the basin chairs together. He questioned that in the age of the internet if this is still necessary. Simmons commented that meetings are not as effective or efficient as they could be and Mr. Ojua explained that there is not a lot of pre-information available from OACD before the meetings, so the members can't discuss the information with their board beforehand, and bring those responses to the table. Simmons would like to submit a resolution to the Oregon Association of Conservation Districts (OACD) board to eliminate 4 of the 8 basin chairs (making the 4 remaining chairs regional positions) and meet via internet to save money. Simmons will draft a proposal and bring it to the annual meeting of the Polk SWCD for a vote.

COMMITTEES

EASEMENT- The committee met on Monday, July 7th. Mr. Pender discussed the meeting and property and said the landowner would want the district to own it, bought with Bonneville Power Administration funds. Pender and Woods

will go visit the property, a legacy upland wood savannah area. Ms. Nembach said she had some potential dates from the landowner for a visit and Friday July 18th was decided to be the best date. There is no commitment at this point. There was consensus with the board to visit the site and gather more information.

FORESTRY – Pender reported Polk County is at level 1 (Low) fire warning, moving quickly towards level 2.

PERSONNEL – Simmons explained that the committee needs to do the 6 month review of District Manager Nembach. Simmons also said that the district is going to use the Clackamas SWCD personnel policy (with their permission) and modify it for Polk SWCD’s needs.

REPORTS

NRCS- Soil Conservationist Sue Reams explained the idea of ‘contagious conservation’, where ideas from the Polk SWCD board, with help from money from the USDA (United States Dept. of Agriculture) are assimilated by the local agriculture community and becomes adopted into the common management style. She gave the example of this year of the “well head protection strategy”. The NRCS has submitted several contracts to improve water quality in the county by having more efficient irrigation (therefore less leaching of nitrates in the water). At one time in the county it was not a common practice, but now has been integrated by the agricultural community and led to an awareness of the importance of conservation and water quality. She explained the NRCS Conservation Stewardship Program rewards excellent conservation farmers for their existing practices, which encourages other farmers. She said The Confederate Tribe of Grande Ronde has two proposals in the works, one for fish passage and one for elk and deer habitat. She explained that these are just a few examples of how the NRCS is bringing federal dollars to the county.

WATERSHED COUNCILS- Glen Gibson WC moved furniture, and the office is no longer. They are still working on the council capacity worksheet for the Oregon Watershed Enhancement Board (OWEB).

STAFF (see attachment Z) - Nembach explained that Conservationist Graham is doing a SIP grant, Conservationist Bell is working on RCPP proposal (a partnership between Polk SWCD, the Luckiamute Watershed Council, and the Ash Creek Water Control District) and Stewardship Forester Hunt is working on a small grant on Skid Creek and hired a hauler to move wood from Basket Slough to Skid Creek.

CHAIR -None

DIRECTORS:

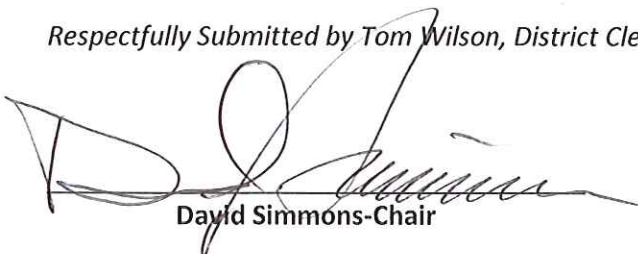
Pender-None

Woods – Would like see staff to make and keep relationships with municipalities.

Marquardt-Sutton- None

ADJOURN at 8:45 PM

Respectfully Submitted by Tom Wilson, District Clerk on July 15th, 2014



David Simmons-Chair

8/26/14
Date