

**Polk Soil and Water Conservation District  
Board Meeting Minutes – APPROVED  
August 12, 2015**

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

In Attendance:

**Directors**

David Simmons (Chair)  
Chad Wood (Vice-Chair)  
Frank Pender (Secretary)  
Matt Crawford  
Kelly Gordon

**Staff**

Karin Stutzman (Manager)  
Tom Wilson (Clerk)

**Directors Emeritus/Associates/Guests**

Tom Finegan - NRCS  
Judy Beebe - Associate  
Jane Keppinger – Marion SWCD Manager  
Mel Chase - Associate  
Jim Clawson – Emeritus

**BOARD MEETING**

CALL TO ORDER – David Simmons, Chair, called the Board Meeting to order at 6:02 PM. Directors Simmons, Woods, Pender, Gordon, and Crawford were all present to start the meeting.

INTRODUCTIONS- Introductions of all individuals were made.

PUBLIC COMMENT-none

**ACTION ITEMS**

UPDATED AGENDA - Pender moved to accept the new agenda, Woods 2<sup>nd</sup>. No Discussion; passed unanimously.

TREASURER'S REPORT (see attachment A)- Stutzman reported the District just received over \$34,900 from OWEB for Oregon Department of Ag (ODA) operations annual payment and ODA 1<sup>st</sup> quarter Scope Of Work (SOW) . Woods stated we are in good shape until the tax revenue starts to come in. Pender moved to accept the treasurer's report as presented, Crawford 2<sup>nd</sup>. No Discussion; passed unanimously.

JULY 8, 2015 BOARD MINUTES (see attachment B)- Pender moved to accept the board meeting minutes as presented, Woods 2<sup>nd</sup>. No Discussion; passed unanimously.

MEMO OF UNDERSTANDING (MOU): LUCKIAMUTE WC KNOTWEED AGREEMENT (see attachment C) - Discussion regarding the process described in the agreement. Pender moved to accept MOU as presented, Crawford 2<sup>nd</sup>. No Discussion; passed unanimously.

AGREEMENT OF COORDINATOR SERVICES FOR RICKREAL (RWC) AND GLENN-GIBSON Watershed Councils (GGWC) (see attachment D) - Hunt would work 43.3 hours/mo for GGWC and 43.3 hours/mo for RWC. Pender was concerned about the word "material" in section 8. Stutzman explained that it refers to information collected, not physical materials. Clawson suggested the use of the word "documentation". The RWC and GGWC will make their scope of work for Hunt at their next board meetings. Woods moved to accept agreement of coordinator services with the change of wording from 'material' to 'documentation' in section 8, Pender 2<sup>nd</sup>. No Discussion; passed unanimously.

RESOLUTION TO COOPERATE ON THE PLANNING AND IMPLEMENTATION OF CONSERVATION RESERVE ENHANCEMENT PROGRAM (CREP) WORK IN POLK, MARION, AND YAMHILL COUNTIES (see attachment E)-Stutzman explained that the Polk SWCD would like to get back to the work of CREP. Simmons asked how many FTE'S the position would be and it would 1.5 FTE total between the 3 districts.

Pender moved to accept the resolution 068-081215 as presented, Gordon 2<sup>nd</sup>. Keppinger explained the history of Marion's work with Yamhill, and that she is very supportive of getting CREP back in Polk County. Passed unanimously.

APPRAISAL AND BIDS FOR EASEMENT PROPERTY (see attachment F)- Stutzman explained that she would like to get a value as soon as possible, to make sure the landowner will continue with the process. She has contacted several appraisers and there were very few that are able to work within the needed time frame. Discussion regarding what is a Yellow book appraisal and what credentials the board should look for. Stutzman explained that the actual easement is yet to be drafted but the appraiser needs one to begin the work, so she and conservationist Bell will work with Bonneville Power Administration (BPA) to get one drafted by the end of August. BPA will not allow permanent structures. Stutzman explained that the landowner will be looking for about \$4500/acre. Pender moved to accept bid from Tyler Woods for \$10960 as presented, Crawford 2<sup>nd</sup>. Discussion regarding the history and process of BPA easements and easements in general; passed unanimously.

DISTRIBUTING OREGON ASSOCIATION OF CONSERVATION DISTRICT (OACD) LETTER FROM POLK SWCD TO OTHER DISTRICTS (see attachment G) – Pender stated he would like to see it distributed as way to let other districts know that we are paying, but that our board believes that the OACD is not responsive to the districts. Specific examples being no minutes or financial reports submitted by OACD, as well as a lack of communication from the executive board. Stutzman expressed that she was worried about disrupting relationships that she has been trying to rebuild, understands the board's request for accountability from OACD, but asked the board to please tread carefully in the process. Finegan suggested going thru the lower Willamette Basin. Clawson suggested making a resolution and bringing to the state board of directors. Pender suggested sending it to the basin chair at first. Clawson asked to look at their by-laws. Beebe suggested possibly requesting an audit from the state. Pender suggested planning a work session for districts only to address these issues. Discussion about the makeup and roll of OACD. Keppinger suggested letting the other agencies (OWEB, NRCS) know of the board's concerns, as they May have the same concerns as well. Woods moved to submit a resolution suggesting planning a work session at the annual meeting, for districts only, to address these issues. 2<sup>nd</sup> Pender. Discussion regarding the costs and benefits for people travelling from across to state for a substandard meeting (unorganized with unreliable/uninteresting speakers) in a run-down location with no attractions as reasons for lower attendance. Passed unanimously.

CHOOSING SHIRTS FOR DIRECTORS – Wilson will send link to board, or they can let Stutzman know by August 21st, or buy the shirt themselves and get reimbursed.

GATHERING FOR CONSERVATION AGENDA AND REGISTRATION (see attachment H) – Woods asked that Stutzman reserve 4 rooms.

SUBSTITUTE FOR SMALL GRANT TEAM – Simmons suggested Mel Chase and he agreed. Next meeting is Sept. 4<sup>th</sup>.

BOARD TRAINING RESOLUTION REMINDER (see attachment I) – information

NOWC (NATIONAL ORGANIZATION OF WATERSHED COUNCILS) LEGISLATIVE WATCH (see attachment J) – information

MONTHLY CALENDAR-(see attachment K) –by consensus the board moved the Nov. 11 meeting to November 18.

ANNUAL MEETING INFO AND SIGN UPS – Owen Wozniak (from Trust for Public Land) will be the guest speaker.

NEW BANNERS/MARKETING MATERIAL – information

POLK COUNTY FAIR WRAP UP – Stutzman stated that she thought it went well. Crawford said he had a lot of good feedback about the adult trivia. Clawson said that numbers were up from last year. Stutzman asked for any input on making it better for next year.

SOIL AND WATER CONSERVATION COMMISSION RECAP – Stutzman went to the meeting at Miller Woods and wanted to share with the board some information:

- ODA will be hiring 3 more staff to help with SIA implementation.
- Polk SWCD will receive a few thousand more dollars a year from ODA for our SOW and Operations grant funds as a cost of living increase decided by OWEB.
- CREP: 2 year mycorrhizae study with ODF has been approved, just awaiting funding.
- RCPP first round application review and ranking is done, awaiting funds.
- DEQ has no 319 education or outreach grant funds for next year (2016).
- NRCS will be less “brick and mortar” and more technical assistance for now due to budget cuts.

**REPORTS:**

Personnel Committee: **Simmons moved to raise Wilson’s wage from \$12 to \$13, Woods 2<sup>nd</sup>. No Discussion, Passed unanimously.**

NRCS – Will have tablets in the field that will use GIS and LIDAR to help make plans in the field. Client gateway is for customers to help facilitate paperwork online. RCPP plans are looking good, should be ready to go in about a week. No WRP applications this time. Conservation compliance has been lacking this year, and NRCS is working to make sure all are in compliance. Finegan can get some material together for the annual meeting.

**WATERSHED COUNCILS-**

Luckiamute- Working on FIP for 2<sup>nd</sup> phase of LSNA as well as Ash Creek fundraising and board policy revisions.

Glenn-Gibson- Contracting with the district for coordinator services. Goats have been used in Wallace Park. Hunt is doing a great job. Next meeting is August 20<sup>th</sup>.

Rickreall- same as Glenn Gibson.

**STAFF (see attachment Z)**

Chair- none

**DIRECTORS-**

Woods - Had a question about the annual financial report, and Stutzman will have it ready for the annual meeting.

Pender –Wants to know if the District can help people on the Rickreall whose water was cut off due to drought.

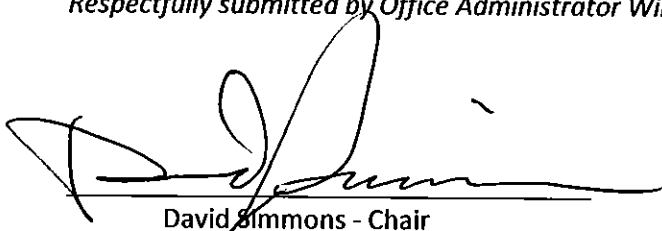
Simmons said that not much in the short term, but can work on projects for water storage over the long term.

Crawford-None

Gordon – Had a question about in stream water rights vs. stored water and Finegan explained the current rules.

**ADJOURN: 8:41 PM**

*Respectfully submitted by Office Administrator Wilson, August 25<sup>th</sup>, 2015.*



David Simmons - Chair

September 9, 2015