

**Polk Soil and Water Conservation District
Board Meeting Minutes
October 12, 2016**

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

In Attendance:

Directors

Frank Pender (Secretary)
Chad Wood (Vice-Chair)

Staff

Karin Stutzman (Manager)
Tom Wilson (Office Admin)

Directors Emeritus/Associates/Guests

Judy Beebe (associate)
Mel Chase (associate)
Tom Finegan (guest)
Sue Reams (NRCS)
Mike Wilson (guest, Natural Resource Director,
Confederated Tribes of Grand Ronde)

BOARD MEETING

CALL TO ORDER – Chad Woods, Vice-Chair, called the Board Meeting to order at 6:05 PM. Directors Woods and Pender and were all present to start the meeting. Mr. Woods declared there is not a quorum present, but he would still like to discuss the items on the agenda.

INTRODUCTIONS- Introductions of all individuals were made.

PUBLIC COMMENT-none

DISCUSSION

SEPTEMBER TREASURER'S REPORT (see attachment A) - Stutzman reported that the District has not spent any contingency or unappropriated funds so far, and have plenty in the bank to cover expenses. Stutzman discussed the large wood placement payments and that Claudia continues to bring in money. Woods said that as of the first of the new year there will be a change in the threshold for exempt status for some employees, and would like to have the personnel committee make a new salary structure, up to aggregate total of \$15,000 increase to account for the new minimum salaried test amount of \$47,476.00.

CERTIFICATE OF DEPOSIT: (see attachment D) - Woods reported that the District will be receiving ~\$158,000 from the Bonneville Power Administration (BPA) for maintaining its recent easement acquisition, and he is open to the idea of trying to get interest on the money. He requested that Stutzman look into the Local Government Investment Pool (LGIP) rate and certificate of deposit rates for it. Stutzman replied that she has the rates ready for the board to look at and that the board should try to address it at the next meeting.

OACD ANNUAL MEETING- Stutzman will be attending the meeting next week. Woods might attend and wanted to know if there were any concerns to bring. He would like to see more information put out in a timely manner regarding legislation affecting agriculture. Woods would like to see the minimum of \$1000 paid before the meeting to ensure the right to vote. Stutzman replied that the District has paid on the old fiscal year schedule, and may need to pay again since OACD changed the calendar. Pender wants to make sure the District knows the new calendar schedule to ensure what are dues should be, and not pay twice.

SDAO ETHICS BEST PRACTICE CHECKLIST (see attachment E) - Completed.

INFORMATION

CALENDAR (see attachment F) - Information only.

EXEMPT STATUS POSITION REVIEW (see attachment G) - Information only.

CORNERSTONE PROJECT UPDATE- Stutzman said the District is waiting for the BPA to pay a recording fee which is holding up the proceeds of the sale. Woods suggested Stutzman pay the recording fee to finish the transaction.

ANNUAL WORK PLAN UPDATE (see attachment H) – Woods tabled until more board members are available.

OREGON AG HERITAGE PROGRAM LEGISLATIVE CONCEPT (see attachment I) - Information only. Stutzman reported the committee is having listening sessions around the state and that if members were interested in following along with what may come of it, that they read the information and she can bring questions to the commission.

REPORTS

NRCS – Sue Reams discussed NRCS conservation plans: what they are and how they are developed. She stressed the fact they are landowner driven, personalized, and private. They are usually good for 5 years, and are always re-evaluated. She explained the make-up of an individual file. *Discussion regarding the history of conservations plans in Polk County.* Reams explained the new EQUIP “diverse forest fund” for the Luckiamute Watershed targeting the best soils (see handout #1).

WATERSHED COUNCILS

- Luckiamute- none
- Glenn-Gibson- none
- Greater Yamhill- none
- Rickreall- none

STAFF (see attachment Z) – Stutzman stated there are three renewals on CREP, the Jont Creek Technical grant is moving forward, the RCPP first application due date is Nov. 18th, the District has closed on its easement (Conservationist Bell will make a management plan), and the large woody debris project has finished, for which the District is working on a tour.

DIRECTORS-

- Woods- none
- Pender- Reported there was only one major fire (Depot Bay) in NW Oregon this year.
- Chase - none
- Beebe – none

GUESTS-

Mike Wilson – He reported that the Grand Ronde Reservation is burning slash/controlled burning this month.

ADJOURN: 7:44 PM

Respectfully Submitted by Tom Wilson, Office Administrator, October 13, 2016



Chad Woods – Vice-Chair



DATE