

Polk Soil and Water Conservation District

November 08, 2017 Board Meeting Minutes

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

In Attendance:

Directors

David Simmons (Chair)
Chad Woods (Vice-Chair)
Frank Pender (Secretary)
Mike Wilson
David McKibben
John Dalton

Staff

Karin Stutzman (Manager)
Tom Wilson (Admin. Asst.)
Lucas Hunt (Forester)
Claudia Ingham (Farm Specialist)
Jackson Morgan (Farm Specialist)

Directors Emeritus/Associates/Guests

Evelyn Conrad – NRCS
Ken Bierly - GGWC
Mel Chase (Associate)

BOARD MEETING

CALL TO ORDER & INTRODUCTIONS – David Simmons, Chair, called the Board Meeting to order at 6:03 PM. Directors Simmons, Woods, Pender, Wilson, and McKibben were present to start the meeting. Introductions of all individuals were made.

PUBLIC COMMENT - None

ACTION ITEMS:

UPDATED AGENDA - *Pender moved, Wilson 2nd to approve the amended agenda. No Discussion; passed unanimously.*

SEPTEMBER TREASURER'S REPORT (see attachment A) - Simmons inquired about how the bill for the audit shows up in the report, and Stutzman will move audit to correct column. Pender *moved to accept the October treasurer's report as presented, Woods 2nd. No Discussion; passed unanimously.*

OCTOBER BOARD MINUTES (see attachment B) – *Pender moved to accept the October board meeting minutes as presented, McKibben 2nd. No Discussion; passed unanimously.*

PERSONNEL POLICY UPDATE (see HANDOUT #1) – After being reviewed by SDAO, Stutzman explained the update. Highlighted changes: overtime/comp/annual leave updated, working under 20 hours means no benefits, 240 hours allowed banked down to 120 (anything else is cashed on anniversary), jury duty for 5 days paid (Pender thinks you must pay for all days (not approved if not correct)). Spelled out no COBRA policy (does not affect the District) vs. state-continuation benefits. Added a new acknowledgement form.

At this time (6:18) Dalton arrived.

Stutzman will double check with SDAO regarding new phone law, can it just say, "drivers will follow all driving laws?" Discussion regarding banked time as a liability. Ingham asked about long or short term disability. Discussion regarding medical leave.

Wilson moved to accept the updated policy as presented except for the driving laws and jury duty as discussed. Pender 2nd. No Discussion; passed unanimously.

NEW HIRES: *Woods moved to accept recommendation of the personnel committee to hire Morgan and Ingham. No Discussion; passed unanimously.* Morgan and Ingham both talked about themselves to the board.

DISCUSSION:

RWC & GGWC - Bierly explained the work of Hunt and the projects of the GGWC. He described the sewage spill in lower Glenn Creek. He is following up on grant applications. He would like board members to be on the steering committee for collaboration grant. Hunt would like to identify potential partnerships. Hunt will cut back on forestry and weeds and focus more on watershed councils for a short time to develop and implement possible funding. Dalton asked if that would be enough time to serve the district's clients, and Hunt said he would need some help from other staff. *Discussion regarding Hunt's workload and priority.* Pender wants the district to be the priority. Dalton stated that watershed councils are clients as well the public.

Hunt asked, if they get the organizational OWEB grant, is the board comfortable with him going to ¾ time working for the councils? By consensus, yes. Stutzman will be on the steering committee.

INFORMATION:

- November 15 basin meeting (see attachment C) – 12:30 to 4 pm. Discussion regarding the agenda.
- Strategic planning meeting Dec. 5th from 9 am – noon.
- Stutzman vacation December 7-15
- Open house December 13, 2017
- CREP funding for Bell received for new biennium
- Farm successional planning workshop @ Winter Ag Fest
- SDAO annual conference in Seaside Feb. 9-11
- FSA emergency loans now available for Polk county

REPORTS

NRCS – SEE HANDOUT #2

Rickreall – Coho trap and haul, recovering temperature monitors, has site visits with NRCS, and designing review process for LWD placement.

Glen Gibson – IAP provided milkweed for revegetation project.

Luckiamute – Is working on Upper Ritner Creek large wood enhancement.

STAFF (see attachments Z) – Plant Sale is up and running.

DIRECTORS:

Simmons – Presented OACD letter to Marion Board and they were supportive. Sage grouse RCPP is under investigation for lack of documentation from OACD.

Pender – Wants to talk about crafting a resolution regarding the ending fund balance and what amount it should be for the District.

McKibben - None

Woods – Lots of geese eating the grass.

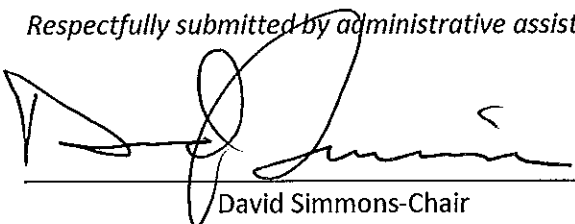
Wilson – Doing lots of slash burning to create planting spots.

Dalton – None

Chase - None

ADJOURN: 8:17

Respectfully submitted by administrative assistant Tom Wilson on November 14, 2017.



David Simmons-Chair

12/13/17

DATE