

**Polk Soil and Water Conservation District
Board Meeting Minutes
November 09, 2016**

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

In Attendance:

Directors

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

Staff

Karin Stutzman (Manager)
Tom Wilson (Office Admin)

Directors Emeritus/Associates/Guests

Judy Beebe (associate)
Mel Chase (associate)
Mike Wilson (guest, winner Zone 5)
Pamela Vorachek (landowner, guest)

BOARD MEETING

CALL TO ORDER: Chad Woods, Vice- Chair, called the Board Meeting to order at 6:00 PM. Directors Woods, Crawford, Dalton, McKibben and Pender and were all present to start the meeting.

INTRODUCTIONS: Introductions of all individuals were made.

PUBLIC COMMENT: None

ACTION ITEMS

SEPTEMBER'S TREASURER'S REPORT (see attachment A): *Dalton moved, Crawford second, to accept the September's treasurer's report as presented. No Discussion; passed by unanimous vote.*

OCTOBER'S TREASURER'S REPORT (see attachment B): Stutzman said the audit process has started. *Pender moved, Dalton second to accept the October's treasurer's report as presented. No Discussion; passed by unanimous vote.*

AUGUST BOARD MEETING MINUTES, ANNUAL MEETING MINUTES, AND OCTOBER BOARD MEETING MINUTES (see attachments C, D, E): *Pender moved, Crawford second, to accept the August board meeting minutes, the annual meeting minutes, and the October board meeting minutes as presented. No Discussion; passed by unanimous vote.*

DISCUSSION

CERTIFICATE OF DEPOSIT (see attachment F): Stutzman explained that there are savings sitting in accounts bearing no interest. *Discussion regarding the amount and different types of accounts to invest these savings into.* Woods likes FDIC insured investments at banks with branches in Polk County. Dalton suggested looking at credit unions; they also have federal insurance through NCUA. For the next meeting Stutzman will find federally insured local options to discuss with the board. *Dalton moved, Pender second, for the manager and a director to investigate between 2 to 4 Certificates of Deposit, to a maximum of \$200,000, in a bank or credit union with a branch in Polk County, for different lengths of time but no more than two years in duration. No Discussion; passed by unanimous vote.*

CORNERSTONE PROJECT UPDATE: Stutzman reported the deal has closed, and the owner took a financial hit due to a surveying error. Woods would like to make sure it is posted no trespassing, with permission for the Zuger's to access it as needed, as well as neighboring landowners who may need access to round up a loose farm animal. He would like to see persons wanting access to the property get written permission allowing entry from the SWCD. Staff will work on the paperwork and Resource Conservationist Bell will make a management plan over the next year.

NACD DUES (see attachment G): Stutzman explained that the District usually does the "silver" package for NACD. *Dalton moved, Pender second, to pay the NACD \$501. No Discussion; passed by unanimous vote.*

OACD DUES: Stutzman reported that she cancelled the check to OACD for dues, as it is not warranted at this time.

OPEN HOUSE/DEC BOARD MEETING: Stutzman asked the board that if instead of a board meeting, could the District have an open house potlatch on the same day. Staff will make food and there will be a community chocolate making contest. By consensus, the board agreed to have an open house and cancel the board meeting.

MEDIA REQUESTS: Stutzman explained the district policy. Woods reminded the board that they have an obligation to be transparent, but respect the board's policy of facilitating problem solving, and not get the board into political issues resulting from singular board actions in the community.

INFORMATION

CALENDAR (see attachment H): information only

SDAO ETHICS UPDATE (see attachment J): information only

EXEMPT STATUS POSITION REVIEW (see attachment K): *Dalton moved, Pender second, to bring Stacey Garrison and Marc Bell up to the new \$47,540 threshold. No Discussion; passed by unanimous vote.*

ANNUAL WORKPLAN UPDATE (see attachment I): Stutzman asked the board to bring any issues to her so she can include them in the work plan next year. She went over last year's plan and highlighted the completed tasks. *Discussion regarding potential future projects.*

LETTER OF SUPPORT FOR ODF&W: Woods explained that the ODF&W are a valued partner to the SWCD and has worked very closely with the District. He would like to highlight the good work the ODF&W has done in Polk County to help them with a public relations issue. *Pender moved, Crawford second, for the District Manager to draft a letter for support to the ODF&W, with a copy sent to the board. No Discussion; passed by unanimous vote.*

REPORTS

NRCS: Ms. Reams explained the new Diverse Forest Fund. She said the Local Work Group will meet January 27, 2017 from 9 until Noon at the extension office. She would like to have a meeting for just producers, with no other government agencies, earlier in the month. *Discussion regarding potential projects in the future for Polk County.* Pender suggested test plots to help educate landowners. Reams reported that the NRCS has reinvented the Conservation Stewardship Program (CSP), which rewards

conservation practices already in place. She reported the District Conservationist position has been posted and she believes at least one candidate has been interviewed.

WATERSHED COUNCILS: Luckiamute has received their 501c3 letter from the IRS.

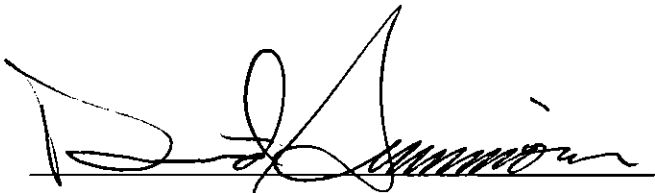
STAFF (see attachment Z): Bell was commended by the Society of Range Management for his work on their Polk County Annual Meeting tour of Oak Savannah restoration.

DIRECTORS: Woods reported the 4-H awards luncheon was a success. Both Stutzman and Woods attended.

OTHERS: Guest Vorachek has 32 acres of hard apple cider trees. Her background is in environmental education and she is interested in getting some of her property into oak restoration.

ADJOURN: 7:50 PM

Respectfully Submitted by Tom Wilson, Office Administrator, November 16, 2016

A handwritten signature in black ink, appearing to read "Tom Wilson", written over a horizontal line.

1/25/17
DATE