

**Polk Soil and Water Conservation District
Board Meeting Minutes – APPROVED
November 18, 2015**

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

In Attendance:

Directors

David Simmons (Chair)
Chad Woods (Vice-Chair)
Frank Pender (Secretary)
Kelly Gordon
John Dalton (Treasurer)
Matt Crawford
David McKibben

Staff

Karin Stutzman (Manager)
Tom Wilson (Office Admin)

Directors Emeritus/Associates/Guests

Tom Finegan - NRCS
Mel Chase - Associate
Stacey Garrison -guest/staff

BOARD MEETING

CALL TO ORDER - David Simmons, Chair, called the Board Meeting to order at 6:01 PM. Directors Simmons, Woods, Pender, Gordon, McKibben, Crawford and Dalton were all present to start the meeting.

INTRODUCTIONS- Introductions of all individuals were made.

PUBLIC COMMENT-none

ACTION ITEMS

OCTOBER'S TREASURER'S REPORT (see attachment A)-Stutzman explained that everything is standard this month, with the first tax base payment on Nov. 6th. She presented copies to the board that itemized income generated so far this fiscal year stating that these QB reports maybe easier to read over reviewing a budget to actual report. (see handout 1). **Woods moved to accept October's treasurer's report as presented, Pender 2nd. No Discussion passed unanimously.**

OCTOBER BOARD MINUTES (see attachment B) - Dalton moved to accept the October board meeting minutes as presented, Gordon 2nd. Pender abstained due to not being present at the meeting. **Passed 6 yea, 0 nay, 1 abstain.**

NEW POSITION DESCRIPTION (see attachment C) - The board began to discuss the Resource Conservationist- Farms position description last month, but never actually approved it, so Stutzman would like to this month. **Woods moved to accept the recommendation of the personnel committee and accept the new position description, McKibben 2nd. No Discussion passed unanimously.**

NEW HIRE- Stutzman asked the board to approve the recommendation from the personnel committee of offering Stacey Garrison the new Resource Conservationist-Farms position, focusing on the ODA AG water program. **Pender moved to accept the recommendation of the committee and hire Stacey Garrison, Simmons 2nd. No Discussion passed unanimously.** At this time Stacey gave a little background about herself (Masters in Water Resource Engineering from OSU, BS in Environmental Studies from Willamette University) and there was discussion regarding potential projects she will be working on.

NACD DUES- (see attachment D) – **Woods moved to pay the 2016 NACD dues of \$775 (Gold level), Dalton 2nd. No Discussion, passed unanimously.** Simmons explained the NACD convention is in Reno next February and he might be going. Gordon asked what the District receives for the dues, and Simmons explained that they have a done good job representing Districts at the national level. Discussion regarding the value of NACD, their programs, and having them speak for the district's interest in Washington DC, as well as monitor and report on the national legislature.

DIRECTOR INFO FOR WEBSITE – Clerk Wilson asked the board for a brief description (in their own words) regarding their current work to update the web site.

Simmons- Conventional Agriculture, now Organic Farmer

Woods- Livestock Rancher and Real Estate

Dalton- Medium operation Tree Farmer

McKibben- 100% Grass Fed Beef Rancher (McK Ranch)

Pender- Retired Educator, Small Tree Farm Forestry Manager (Tanglewood)

Gordon- Farmer and Forester

Crawford- Production Farmer

Chase(associate director)- Hobby apple farmer

NRCS RENTAL AGREEMENT- Stutzman explained that NRCS would like to use our situation as a model. Finegan is in discussion with the leasing agent at NRCS and it will take a little bit of time and finagling. He said we are on very good footing, and he is working on getting some numbers together, but is going slow. He wants to keep the current agreement by adding a supplement to the lease that will be created by the building manager, edited to reflect the new square footage, and creating a separation of rental costs. Finegan would like to see it done by Christmas, but it is out of his hands.

NEW LOGO (see attachment E)-info only. Pender would like to have a conifer. Crawford would like more defined crop rows.

SUMMER AGRICULTURE INSTITUTE SCHOLARSHIP- (see attachment F) – Woods explained the program, the benefits to the teachers and the District's past support. **Pender moved to pay \$2000 for a 2016 scholarship for a teacher who lives and teaches in Polk County, with the stipulation the board will read and approve the application. Dalton 2nd. No Discussion passed unanimously.** The money will not come from the tax base, but rather from income earned by Claudia Chinook.

Stutzman explained that Sawyer (Youth Outreach Coordinator) will be teaching a six week, one hour a week enrichment class at the new charter school (Dallas Community School), and there is a new WOU- public health intern who will also be developing a six week farm to table enrichment class to teach there for the District. The District hopes to develop an ongoing relationship with the school to help provide youth outreach to the community.

SALEM NEIGHBORS HELPING NEIGHBORS PROGRAM (see attachment G) - Stutzman explained that Ken Hetsel (Marion SWCD Board) would like to form a "Stream Team" and work in West Salem. He is seeking permission from the board to cross county lines and work in Polk County (West Salem). Simmons said he had talked to Hetsel and that he has good intentions, but the board takes issue with #4 of his attachment (not scientifically based and biased). Dalton suggested letting the Glen Gibson take the lead, and not attaching the District's name to the project. There is no objection if Hetsel works within city limits. Polk SWCD will not be a partner and strongly suggests he speak with the Glen Gibson Watershed Council.

CLAUDIA CHINOOK DONATION (see attachment H) - Stutzman explained that Hetsel wanted to use Claudia (donated) next Halloween. Woods stated that it is not in the district's mission to use Claudia as entertainment, and there is no tie in to a conservation practice. By consensus the board decided no.

MONTHLY CALENDAR-(see attachment I) - information only

Woods asked when Stutzman would be having an annual business planning session, and she said in January and will pick some dates to hold it and bring to the next board meeting. She is also working with NRCS to hold a working group meeting in January/Feb. She and Tom Finegan will provide dates next month.

RIPARIAN LANDS TAX CREDIT (see attachment J) - Stutzman received an email asking about the district's knowledge of this program. No one on the board knew about the program which ended in 2011. The board suggested the inquirer talk to the assessor's office. Discussion regarding tax exemptions, loss of deferments, and CREP ensued.

REPORTS

NRCS- see handout #2

Gordon asked about the OACD Annual Meeting, and Woods said the annual meeting was dysfunctional, poorly attended, and not following parliamentary procedure, but the Basin Meeting was one of the best he has been to. He feels there are real possibilities to cooperate with the lower basin partners and show our strengths as a group despite some dysfunction from OACD leadership. Finegan stated he thought the lack of OACD board presence during introductions of conference sessions and festivities was noticeable. Discussion regarding the OACD conference and lack of leadership on the officer committee.

WATERSHED COUNCILS-

Luckiamute-Stutzman reported that they are doing a lot of assessing policy and strategic planning, with some projects. Sunset on the model watershed (Meyer Memorial) fund in 3 years.

Glenn-Gibson & Rickreall- Finding a fiscal agent. It will have been 3 months at the end of November since the District has been paid for Hunt's contracted services. Finegan suggested inviting the board chairs of Glen-Gibson and Rickreall to the next board meeting. Gordon suggested giving them until 12.31.15 to pay up or cut them off. Simmons will bring it up at the Glen-Gibson board meeting tomorrow. Stutzman will call their board chairs tomorrow and invite them to the next Polk SWCD board meeting to get them going on this if she doesn't hear differently from Hunt by then.

Greater Yamhill – Simmons would like to have Luke Westphal submit a written report, or come in and address the board every other month.

STAFF (see attachment Z)-info only. Clerk Wilson stated he is at a point editing the policy manual where he needs to work with Stutzman or Emeritus Clawson. The policy manual will be ready for the board to read by January 2016.

CHAIR Simmons- Went to the OACD meeting, and took the SDAO training.

DIRECTORS-

Woods- none

Pender- Pond went dry first time ever in 25 years, no problems with well.

Gordon- none

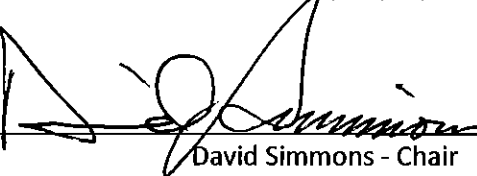
McKibben- none

Dalton- Ground is very dry, deep down not absorbing.

Crawford- Had an army worm infestation on his property.

Chase- Suggested reading the Federal Register and responding to the regulations as a way to influence policy. There is home-made cider from his farm in the lobby.

ADJOURN : 8:29 PM. *Respectfully Submitted by Tom Wilson, Office Administrator, November 19, 2015*



David Simmons - Chair

12/9/15
DATE