

**Polk Soil and Water Conservation District  
Board Meeting Minutes – APPROVED  
December 9, 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)  
David McKibben  
John Dalton (Treasurer)  
Matt Crawford

**Staff**

Karin Stutzman (Manager)  
Tom Wilson (Office Admin)

**Directors Emeritus/Associates/Guests**

Tom Finegan - NRCS  
Judy Beebe - Associate  
Mel Chase - Associate  
Laura Tessler – ODF&W

**BOARD MEETING**

CALL TO ORDER - David Simmons, Chair, called the Board Meeting to order at 6:05 PM. Directors Simmons, Woods, Pender, McKibben, Crawford and Dalton were all present to start the meeting.

INTRODUCTIONS- Introductions of all individuals were made.

PUBLIC COMMENT-Laura Tessler from ODF&W talked about 'Lick Skillet' easement. She said it was a highly rated project, and she is very proud of the staff and board for taking the initial steps. There will be other easements, and she would like to see one for working farms. Simmons asked how a working farm easement would operate, and she replied that it requires a landowner to go above and beyond - because the management plan is very tailored for that farm, and the regulations are more strict than on other types of easements. Stutzman asked about calculating the property value, and Tessler described that it is a point in time, and resources are evaluated at their worth at the time. She reiterated how much she likes the "Lick Skillet" property, and that the board should be proud of all the work the District has done. Discussion regarding other easements by BPA and its regulations ensued. She explained that there will be more opportunities in Polk County and Owen Wozniak (TLP) will talk to the easement committee next week. The district is uniquely positioned to have easements because of its partnership with NRCS, working lands requirements, and well trained staff, all at a time where pressure from development is ramping up. Discussion regarding urban vs. rural and cost benefit of urban wildlife easements given the cost of urban land. Now in operation for 5 years, the ODF&W WWMP program has already acquired 8,000c acres because of good partnerships. TLP bought Hayden Island, and it will be transferred to ODF&W at the end of year. They will put in a toilet and campsite for the Willamette Waterway. She invited the board to tour the property when the weather is better. *At this time (6:35pm) Laura Tessler left.*

**ACTION ITEMS**

**NO REVISED AGENDA**

NOVEMBER TREASURER'S REPORT (see attachment A) - Stutzman explained the \$10,329 in profit and loss was the first payment from the RCPP funding, plus contracted work for Glen Gibson WC. The ODA grant of \$12,725 helps to pay RC Stacey Garrison's salary. Simmons asked to have the contracted services section itemized by line, and Stutzman said she will. She said the board can see under 'other income' that the taxes have been coming in. Simmons would like to have the taxes moved to 'regular income'. Wood moved to accept the treasurer's report as presented, Dalton 2<sup>nd</sup>. No Discussion, passed unanimously.

NOVEMBER BOARD MINUTES (see attachment B)- **Pender moved to accept the board meeting minutes as presented, McKibben 2<sup>nd</sup>. No Discussion, passed unanimously.**

CREP TECH POSITION DESCRIPTION AND FUNDING (see attachment C) - Stutzman explained this position is a part time, and limited position, dependent on funding for RC Graham. Chase suggested using the wording "other duties as assigned" as a catch all. **Pender moved to accept the new language for the position, with the stipulation of adding, under secondary duties, "other duties as assigned: Dalton 2<sup>nd</sup>. No Discussion, passed unanimously.**

BUDGET TRANSFER OF APPROPRIATION AUTHORITY (see attachment D) - Stutzman explained that this is to move money around, based on actual usage, but the totals stay the same in Materials and Services. **Dalton moved to accept the budget appropriation resolution #064-12092015, Wood 2nd. No Discussion, passed unanimously.**

PAST OACD PRESIDENT SYMPATHY CARD (see attachment E)- Simmons explained the terrible situation for Johnny Sundstrom's son passing, and the board will send their condolences and respect to the family.

ANNUAL WORK SESSION- Wilson explained we need a date in February to meet and make an annual work plan - Feb 4<sup>th</sup>, at OSU extension from 5-7 PM. Feb. 11<sup>th</sup> is the back-up date.

PLACED BASED PLANNING LETTER OF SUPPORT (see attachment F) – Stutzman explained the WRD has several types of grants they are offering for tech assistance, or strategic (place based) planning. She feels the grants would be great for irrigation efficiency work we would like to help landowners with over this next couple of years, although the place based planning is a long term strategy. She spoke with Commissioner Pope, and he asked her for a letter of support for his grant application. Mr. Pope would like to get stakeholders together in Polk County to make a long term plan for water resource management. **Woods moved to send a letter to the WRD to support place based planning in Polk County, McKibben 2nd.**

Discussion: Woods explained that at one time there were plans to share water at the county level, and these should be revisited. Pender suggested re-evaluating the Teal Creek reservoir project, and Valseltz log pond. Dalton would like to see the county release less water in the summer and Pender explained the city was going to put in a new reservoir several years ago, but was put on hold due to landowner complaints. **Passed unanimously.**

Simmons stated the NACD National Meeting will be held in Reno and asked if any board members would like to attend.

ODA: SIA UPDATE - Stutzman explained she and Director Crawford went to the open house (separately) to let the public know the District is here to help if they want or need to make management changes to come into compliance with ODA Ag Water Quality rules. She explained the next step is for ODA to send out the compliance letters. Simmons asked if Stutzman had a list of landowners and problems if approached by a landowner. She responded she didn't, but will look into getting one.

RWC/GGWC FISCAL SPONSOR UPDATE – Stutzman said the paperwork was signed, and Hunt is figuring out when the fiscal sponsor will cut the checks for the District. Cascade RCP&D is the agent, and Simmons explained the Glenn-Gibson WC had asked for improved service from them and asked for a list of deliverables from Cascade RCP&D. Stutzman explained the Rickreall Council is incorporated and would need to give up their tax I.D. 'number' to work with Cascade RCP&D. Discussion regarding 'the number' and how to file with Cascade RPD. Stutzman suggested talking to Hunt or the RWC Board if there are any concerns.

NRCS LOCAL WORKING GROUP MEETING – Stutzman told the board that the meeting is January 22<sup>nd</sup>, from 9AM -12 PM at the OSU Extension Office. This meeting will expand off a District meeting with water rights holders and the Water Master Joel Plahn on January 7<sup>th</sup>. The NRCS Working Group will explore creating a new funding pool for irrigation efficiency and surface water conservation. Pender asked if water storage issues will be discussed, and Finegan said it could, but the permitting is difficult. The water master would like to see improved flow gauge monitoring, and NRCS will

look for funds to help them. Dalton said he was not comfortable with monitoring individual users, but the overall flow would be o.k. Discussion regarding water restrictions in Polk County last summer, and the public perception.

CALENDAR – information only.

Woods moved that the manager have authority to give the Staff (and herself) a \$50 gift card each for the holidays. 2<sup>nd</sup> Dalton. Passed unanimously.

## REPORTS

NRCS- Rental agreement discussion- Finegan explained that the Oregon NRCS would like to see a map of the work space and how it will be divided. He presented a map (Hand Out #1) and explained the NRCS has 1474 Square Feet and the District 1182 sq. ft. He explained he wants to keep the process as simple as possible. Woods explained this is 'net neutral' and is win-win for all parties. Now we wait for NRCS head office to approve and have the building manager draw up an addendum to the lease if they will do so, they may want to write two separate contracts.

Consensus of the board is this fits our parameters and has been previously improved. On another note, Finegan said they are finishing up paperwork for the end of the year, and the NRCS is terminating a landowner contract for noncompliance with program goals (an uncommon occurrence). Program signups end in January 16. The Forestry Pool is ending this year.

## WATERSHED COUNCILS-

Luckiamute- Doing outreach and fundraising events, securing new grants for in-stream and riparian work. They had a successful event at the Three Legged Dog with a talk given by Karen Hans, fish biologist, regarding fishing along the Luckiamute. Signs for the Luckiamute State Natural area will be up soon.

Glenn-Gibson- Finished up all small grant paperwork. They have cancelled one rain garden project. Woods asked Stutzman if Hunt is up to the challenge to fund the projects he is working on, and she replied he was working on several smaller grants. Hunt will put together a contract for spraying Knotweed on Ash Creek through the Ash Creek Water Control district in January 2016.

Greater Yamhill- (Hand Out #2) Woods asked Stutzman if Westphal from the GYWC had turned in his paperwork for the small grant, and she stated that he had 10 days to reply, and hadn't yet. The small grant team will take the next steps necessary if Westphal fails to complete paperwork.

## STAFF (see attachment Z)-info only

Bell has two large grant applications in the works, one for Technical Assistance for a culvert replacement, and the other for Water Quality Monitoring. We have CREP funding secured. Sawyer will be teaching a class in Feb-March, and is otherwise working on CONNECT Educational track planning and the Native Plant sale with Liz Graham. Graham is working on 2 CREP Projects.

CHAIR Simmons- none

## DIRECTORS-

Woods- Thanked the board for their time.

Pender- He is involved in a new program in the valley, a Willamette ESD job programs in the "trades". It is focused on juniors in high school. Finegan told him there is new program at NRCS for new farmers and he would get Pender a packet to share with the students. McKibben stated that the state OSHA and tax codes make it nearly impossible to have an apprentice.

McKibben- Problem with beavers

Dalton- Had 4.5 inches rain in his new gauge last week.

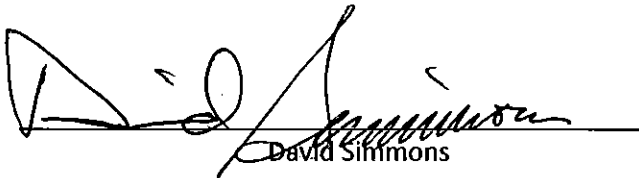
Crawford - He and others are looking into changing regulations on intermittent ditches, and working with the specific agencies to do so. He said he didn't think the current regulations were conservation or business friendly.

Chase- Suggested more information in the staff reports (such as specific numbers) or quantifiable information.

Beebe – none

**ADJOURN: 8:16 PM**

*Respectfully Submitted by Tom Wilson, Office Administrator, December 15, 2015*

  
David Simmons

11/13/16  
DATE