

Polk Soil and Water Conservation District

April 11, 2018 Board Meeting Minutes

580 Main Street, Suite A, Dallas, OR 97338

Attachments available on request

In Attendance:

Directors

Frank Pender
Mike Wilson
Chad Woods
Jock Dalton
Matt Crawford
David Simmons
David McKibben

Staff

Karin Stutzman
Lucas Hunt
Patti Britt

Directors Emeritus/Associates/Guests

Mel Chase – Associate
Evelyn Conrad – NRCS
Ken Bierly – GGWS
Bogdan Caceu – Guest

BOARD MEETING

CALL TO ORDER & INTRODUCTIONS: Frank Pender, Chair, called the Board Meeting to order at 6:00 PM. Directors Wilson, Pender, Dalton and Simmons, McKibben were present to start the meeting. Introductions were made.

PUBLIC COMMENT: None

ACTION ITEMS:

UPDATED AGENDA: Pender would like to add a discussion regarding Bogdan Caceu's Request to have the District apply as a RIF Grant applicant for a water storage tank at La Creole Orchards (see HANDOUT 2).

February BOARD MINUTES: (see attachment B): Simmons mentioned that there were only 4 directors present to vote. Simmons stated Dalton & Simmons were not among them but approved the minutes at the next meeting, so that would need to be changed and voted on by board members who were present at the February board meeting. ***Crawford moved to accept the February's Board meeting minutes, Wilson 2nd. No Discussion; passed unanimously.***

TREASURER'S REPORT: (see attachment A) Stutzman presented her budget to actual as of the 6th of April. Woods commended Stutzman on managing the cash flow with 3 months to go @ 75.8%. Pender reiterated those are good numbers. ***Woods moved to accept the Treasurer's Report as presented, Wilson 2nd. No Discussion; passed unanimously.***

March BOARD MEETING MINUTES: (see attachment B) ***Dalton motioned to accept the March Board Meeting Minutes as presented, Wilson 2nd. No Discussion; passed unanimously.***

FISCAL COMMITTEE: Facilitator J. Dalton – Recommend Pender as a signer to the Citizen's Bank Account: ***Dalton moved to approve Pender as a Signer to the Citizen's Bank Account, McKibben 2nd. No Discussion; passed unanimously.***

APPLICATION FOR RIF GRANT: WATER STORAGE TANK @ La CREOLE ORCHARDS: (see HANDOUT 2) Bogdan Caceu presented his request to the board. The application is due April 30, 2018. He bought the property in 2008. In 2009 he started clearing black berries & has since planted primarily olive trees for olive oil. Now there are 1200-1300 trees. For this application a Public entity must apply on his behalf and he would be the recipient. Board had some detailed questions regarding options and discussion regarding dimension, gallons, and poly liners and dollar amounts. It will be fall of 2018 before approval or denial is known. *Woods made a motion to give staff permission to proceed with this, but if any red flags come up or any concerns, that staff have the authorization to stop the process until further consultation, but in the mean time they have our permission to proceed in the initial grant application process. Woods also requested to be informed on the status of the project and any new scope. Dalton prefers the word "authorization". Dalton 2nd. No Discussion; passed unanimously.*

Workers Comp For Volunteers SDIS Resolution: (see attachment C) *Woods moved to accept the Workers Comp For Volunteers Resolution as presented, Dalton 2nd. No Discussion; passed unanimously.*

BOARD/BUDGET COMMITTEE MEETING: The Board Meeting on May 9, 2018 –Cancelled. May 16, 2018 is the Budget Committee Meeting and will be combined with the regular board meeting on that date. Stutzman informed the board that Judy Beebe, Brant Wolf, and Phil Walker will not be at the Budget Meeting. *Woods moved to do essential business, Dalton 2nd. No Discussion; passed unanimously.*

RICHARD SHERMAN'S CONSERVATION EASEMENT LETTER: (see attachment H1) The Tribes of Grand Ronde (TGR) are looking @ acquiring approximately 60 acres off Crowley Road. Board Discussion. *Dalton moved to have staff prepare a letter supporting the purchase of these acres as a conservation easement by TGR and have Pender sign it, Crawford 2nd. No Discussion; passed with one abstention. Mike Wilson informed the Board he is not voting since TGR is his employer.*

Final Annual Work Plan: (see attachment D1-D3) Board Discussion. *Woods moved to accept the Final Annual Work Plan as presented, Dalton 2nd. No Discussion; passed unanimously.*

DISCUSSION:

COUNCIL COORDINATOR CONTRACT: (see attachment E) Woods would like to see actual employee costs to the District. Stutzman stated she will provide that. Pender stated we're not in the business of being the Employer of Record. He feels all those things should go under Cascade Pacific, as the Fiscal Sponsor, as that is their role, not the District's. He sees it as a major liability for the board and complicates responsibilities. The District is a supplement to the watershed councils. In his mind providing Employer Services for the councils is outside the scope of what we have been set up to do. Hunt asked Pender "So you don't think the Coordinator should be an employee of the District?" Pender replied "Correct, it should be the watershed's employee." Pender added OWEB is giving the money to the councils for a coordinator. That is their job. He also added he does not mind providing office rental space and working together on projects. Pender stated his opinion is that OWEB is giving the money to the councils for a council employee. Pender then congratulated Hunt on moving the councils forward. Hunt replied since there are multiple parties involved with the coordinator services contract the councils might not want to renew the contract with the District, but may explore other options. Hunt was impressed with Stutzman on her research into the District's contract for Coordinator Services and planning ahead as to what maybe the next steps for Lucas' position. Simmons motioned to continue this discussion at next Board Meeting, all were in favor.

OACD SURVEY for ANNUAL BUSINESS MEETING: (see attachment F) Stutzman informed the board that even though we're not technically members of OACD, they are encouraging us to participate. They want to know what Districts want from OACD in regards to an annual meeting moving forward. Please fill it out and mail it back to the District or bring it all filled out to the next Board Meeting. Simmons mentioned that Marion SWCD elected not to participate since they didn't announce they were going to have their annual meeting at CONNECT. Simmons & Crawford took envelopes.

INFORMATION:

- Calendar (attachment G) No questions.
- Staff Reports
- Updated Telephone list (see attachment H): removed fax numbers.

REPORTS:

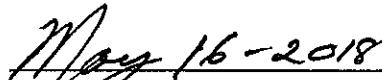
- **Watershed Councils:** Hunt updated he is staying busy with the collaboration & small grants.
- **NRCS:** Conrad gave her verbal update (see HANDOUT 3 & 4).

ADJOURN 8:45 PM

Respectfully submitted by Administrative Assistant Patti Britt on April 23, 2018.



Frank Pender -Chair



DATE