

POLK SWCD BOARD MEETING MINUTES
February 15, 2023 - 6:00 PM - 8:00 PM
Recording and attachments available on request

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MCW X Approved

CALL BOARD MEETING TO ORDER: Chair Wilson at 6:00PM. Introductions were then made.

DIRECTORS:	STAFF:	GUESTS:	Absent
Mike Wilson, Chair	Kevin Porter	Evelyn Conrad, NRCS	
Chad Woods, Vice Chair	Hayley Iverson	David Simmons-Zoom	
Mike Wilson, Secretary	Morgan Neil-Zoom		
John (Jock) Dalton, Treasurer	Marc Bell-Zoom		
Pryor Garnett			
Eden Olsen			
Lindsay McClary			
Donna Champeau			

PUBLIC COMMENTS

No public comment.

REVISION OF AGENDA

Eden Olsen noted that her name was spelled incorrectly on the agenda.

STAFF REPORTS

Morgan Neil recapped the winter native plant sale with the Board.

Marc Bell reviewed the projects he is currently working on and answered questions from the Board.

Kevin Porter reviewed the various projects he is currently working on.

TREASURERS REPORT

Treasurer Jock Dalton stated there is no report to give, as the accountant had not completed the report at the time of the meeting. There was discussion regarding moving to the online version of Quickbooks to streamline the transition between the office staff and accountants. The Board was in agreement with making this change.

BOARD MEETING MINUTES

Pryor Garnett made a Motion to approve the January 2023 Board Meeting Minutes. Donna Champeau Seconded. There was discussion about minor corrections to the minutes. Motion passed unanimously.

COMMITTEE/MONTHLY REPORTS

Finance Committee: Jock Dalton stated that the financials were covered during the Treasurers Report.

Personnel Committee: Mike Wilson stated that the committee met on Monday and didn't have anything to bring in front of the Board at this time. Wilson noted that Donna Champeau was made Chair of this committee.

Policy Committee: Pryor Garnett stated that the committee met to continue discussion on the Policy Manual. There was discussion about when the Policy Manual would be ready for a vote by the Board. Garnett reviewed the current draft with the Board.

Property Committee: Lindsay McClary stated that the committee met that morning. McClary stated that moving forward the meeting would be held over Zoom. She reviewed a trespassing issue that was discussed during the Committee meeting with the Board. There was discussion regarding possible solutions.

NEW BUSINESS

NRCS: Evelyn Conrad gave a recap of the Local Work Group meeting and discussed feedback survey results from attendants. She reviewed options for future Local Work Groups.

Budget Calendar: A proposed budget calendar was presented. There was discussion regarding changes to proposed deadlines. There was discussion regarding the proper procedure for making the budget. Chad Woods made a Motion to approve the budget calendar as presented. Pryor Garnett Seconded. Motion passed unanimously.

Fees for Public Records Requests: Kevin Porter stated that this is a formality for the district, due to the Freedom of Information Act. Chad Woods stated that the Board votes to set the fees every year. Mike Wilson stated that he believes the fees should be set at \$40.00 per hour. Chad Woods made a Motion to set the Public Records Request Fees at \$40.00 per hour. Pryor Garnett Seconded. Motion passed unanimously.

SDAO Conference Attendance: Kevin Porter reviewed his attendance at the SDAO Conference and the information he obtained while there. Porter reviewed workers compensation insurance changes that were presented at the conference, which will take effect July 1, 2023. Eden Olsen reviewed her attendance at the SDAO Conference and the information she obtained while there.

Office Furniture Replacement: Kevin Porter stated in December the Board approved the purchase and install of new office furniture pieces in the front office and his office. Porter stated that he has received a proposal which was more than the original \$5,000.00 the Board approved. There was discussion regarding changes that could be made to lower the cost. Chad Woods made a Motion to approve \$11,000.00 for office furniture replacement. Lindsay McClary Seconded. There was discussion regarding whether Porter was satisfied that these upgrades will meet expectations. Porter stated that it will make the office look much more professional. There was discussion regarding the cost of a good office chair. Pryor made a Motion to amend the previous Motion to approve \$12,000.00 for office furniture replacement. Lindsay McClary Seconded. Chad Woods stated that in the last 11 years, there has been money spent on chairs but not other furniture. Motion passed unanimously.

Black Dodge Pickup: Kevin Porter stated that this pickup has been addressed in previous meetings and believes it is time for it to move on to a new owner. Per policy, the vehicle needs to be deemed surplus property before he can get rid of it. Pryor Garnett made a Motion to deem the pickup as surplus property and authorize Kevin Porter to take the necessary steps to

sell the vehicle. Eden Olsen Seconded. Chad Woods stated that there needs to be future discussion regarding funds for a new pickup. Motion passed unanimously.

OTHER DISCUSSION

There was discussion regarding bills being presented in the Oregon Legislature that address soil health.

Mike Wilson thanked everyone for their time management during the meeting. He asked the Board to begin thinking about the budget.

Meeting adjourned @ 8:00 pm by Wilson

Respectfully submitted,

Hayley Iverson

Administrative Assistant