

POLK SWCD
August 12, 2020
BOARD MEETING 6:00 PM – 7:30 PM
Participation via ZOOM video conference:

TIME TOPIC

6:03 PM Chair Woods called the Board Meeting to Order

PRESENT:

Directors: Beebe, Wilson, Woods, Ford, Crawford, DM Karin Stutzman, and guest Tom Wilson (Rhythm Administrative Services).

PUBLIC COMMENTS: None

6:10 PM REVISION OF AGENDA – None: Ford must leave at 7:30

At this time Director Simmons joined

STAFF AND PARTNER REPORTS –'19-'20 Work plan Wrap-Up

- Stutzman explained attachment A
- Sue Reams (NRCS) updated the board on EQIP, with \$464,294 in written contracts (mostly forestry).
- Woods asked about NRCS help for the RCPP, with funds available Jan. 2021.

VOTE:

July Treasurer's Report

(attachment B)

Stutzman explained the resource and requirements. Woods would like to move funds from budget to actual for unappropriated and contingency to showing funded (spent) to start of year from retained or other. Stutzman will schedule a meeting with the accountant and Woods to discuss it further. How to track projects (i.e. plant sales) to be discussed by finance committee.

Beebe Moved, Wilson 2nd to accept July Treasurer's report as presented. No Discussion Passed Unanimously.

July Board Meeting Minutes

(attachment C)

Simmons Moved, Beebe 2nd to accept July meeting minutes as presented. Crawford, Wilson, abstain 4-0

District Manager's Review/Recommendation

(attachment D)

Mike Wilson of the personnel committee explained the process and stated her current salary is \$71,015. The same grade now is \$74,010. Overall rating was 'meets or slightly above' expectations.

Personnel committee recommends \$75,600 a little over 6%, but it is not a one year increase, it is for two years and COLA.

Committee moved to accept DM's Review/Recommendations report as presented.

Simmons wanted to see goals from last year, which he could not find. Woods wants to reevaluate the way the District evaluates employees. Woods would like to have the personnel committee meet more often.

Crawford stated he gets several compliments weekly for Stutzman who does exceptional service to the county and in representing the District as a whole.

Passed unanimously.

Discussion - Woods would like to have employees at the meetings quarterly. Also finance and long range business plan for extra discussion quarterly.

At this time (6:45 PM) Bill Wainwright arrived.

COMMITTEE REPORTS

- Policy Committee – Simmons explained the process and what is left for the board to do. See *attachment (F)*
- Good Neighbor Letter for Conservation Easements (*attachment E*) Woods would like to have a meeting with Bill and Conservation Tech Marc Bell regarding the letter. Simmons wanted large maps printed out. Woods would like to see maps from Cornerstone also.

Make check list for things to do, volunteers, committees, other essentials. Highlight for the board

INFORMATION

- Candidate Positions up for November Election Info – *attachment G* deadline August 25, 2020

NEW BUSINESS

- Simmons asked about the sign on Wallace Road. Stutzman explained it is in the right of way of Department of Transportation. Woods and Simmons wanted to put it up. Stutzman will forward emails from ODOT to the board explaining their position.
- Wilson would like a update on Fish and Wildlife research to implement the Wildlife tax deferral again (interns completed research, what is happening with next phase?). Stutzman said they have finished data base research for ODFW, but funding is not in place with ODFW to hire a biologist to run the program. Stutzman will contact Clackamas for any new information regarding Phase II.

Woods would like a motion to have a quarterly focused meetings:

Simmons moved to have quarterly report to the board, staff reports, as well as finances in depth, and review long range business plan. 2nd Beebe. Beebe said a motion will make it a requirement (policy). Crawford agrees.

Simmons rescinds motion. **Minutes reflect board would like quarterly reports reflecting, staff reports, as well as finances in depth, and review long range business plan.**

Ask Stutzman to review staff meeting at September Meeting; Woods agrees and board agreed by consensus.

Personnel committee needs copies of original policy.

7:28 Woods adjourned the Meeting

Submitted by Tom Wilson
Rhythm Admin SVCS

X



Chad Woods Chair of Board 9/16/20