

Polk Soil and Water Conservation District  
June 13, 2018 Board Meeting Minutes  
Polk County Fairgrounds  
520 S Pacific Hwy W, Rickreall, OR 97371

\*Attachments available on request\*

**In Attendance:**

**Directors**

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

**Staff**

Karin Stutzman  
Lucas Hunt  
Patti Britt

**Directors Emeritus/Associates/Guests**

Mel Chase – Associate  
Judy Beebe – Associate  
Rich Allm – guest

**BOARD MEETING**

CALL TO ORDER & INTRODUCTIONS: Frank Pender, Chair, called the Board Meeting to order at 6:31 PM. Directors Wilson, Pender, Dalton, Crawford, Woods and Simmons were present to start the meeting. Introductions were made.

PUBLIC COMMENT: None

**ACTION ITEMS:**

**UPDATED AGENDA:** Pender would like to add Bogdan Caceu and Karin Stutzman have been invited to make a 5-minute presentation on the La Creole Water Storage project to the RIF Committee because it has been put on the recommendation list for funding.

**MAY TREASURER’S REPORT** (see attachment C): Dalton *moved to accept the May’s Treasurer’s Report as presented, Crawford 2nd. No Discussion; passed unanimously.*

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

**PERSONNEL COMMITTEE RECOMMENDATIONS:** (see attachment E): **1. Personnel Committee Recommendations 1-4 as presented by Rich Allm with WHA Insurance to be accepted by the Board, Board passed unanimously.**

**5. PERS- no change.**

**6. Vacation schedule accepted as presented. Accepted by the Board, Board passed unanimously.**

**7. Salary increases- accepted as presented. Accepted by the Board, Board passed unanimously.**

**8. Jackson Morgan to be moved out of his introductory period becomes a regular full-time employee as presented Board passed unanimously.**

Simmons stated he had another item while on Personnel topic as Hunt is working on his final weeks with the District. Simmons would like the board to pay out Lucas’ accrued sick leave as an exception to the current policy in exchange for Hunt working out the rest of the month. Pender asked if Stutzman had a comment. “Our Personnel Policy Manual states that when an employee separates from the District, any accrued wellness leave is lost.” Stutzman also pointed out that a series of reports need to be turned in that are past due, so paying out the accrued leave should at least be in exchange for these reports. Wilson asked if we can legally pay it out? Simmons stated that is why he was asking for a vote. Wilson doesn’t know if it is legal to pay it out. Wilson went on to say when he left an employer State Forestry he forfeited quite a bit of his leave. Beebe explained if he gets paid out for his Sick leave it will not be added to his PERS. Crawford asked is this normal practice? Pender explained it going against our policy. Pender explained when he left the School District, he left 1500 hours and got nothing. Stutzman also explained she got nothing either. Simmons stated he is not looking for a free lunch for Hunt. Pender replied it is a free lunch. More discussion. *Simmons made a*

on that if Hunt finishes his tasks by the end of the month that Hunt be paid his accrued Wellness time. Dalton added to the motion that the board authorize the District Manager to pay Lucas Hunt for his unused wellness time, as he completes overdue reports (1. Eola Ridge Small Grant 2. The Drinking Water Providers Final Report and 3. Rock House Creek is not mandatory, but it would be helpful to explain to Jackson) to the District Manager's discretion and satisfaction. Wilson asked Hunt if that is acceptable. Hunt agreed those tasks are acceptable. Woods 2nd. Crawford and Wilson voted no. Pender, Woods, Simmons, and Dalton voted yes.

**OACD POLICY PREFERENCE SURVEY BOARD SURVEY:** (see attachment F): After the Board discussed each item they voted by consensus on the following recommendations: F1 #2, F7 #2, F8 #3. District Manager will pass the information on.

**UPDATE ON ODFW TAX DEFERRAL (see attachment G):**

DM updated the group by stating "of 160 tax deferrals across 5 counties, Polk has 57 active wildlife habitat accounts and 3 riparian exceptions. So, we have the bulk majority. Simmons stated he called Joy Vaughn and her database doesn't agree with the County's database. Discussion of why this is the exact problem and why Districts were trying to work toward a solution. No vote necessary at this time.

**INFORMATION:**

• Salt Creek Water Storage and Flood Control Update

Stutzman updated the Board by stating "the producers in the area would like to have a series of meetings where we could talk about land owner concerns from their perspective. Keep things local and not bring to a larger audience just yet. Then we could bring in regulatory agencies and experts to address the farmer's questions instead of us telling them how things should happen. Producers would like us to take a look at what they are doing to address flooding issues, at what is working for them and possibly ask entities to re-write their rules. We will be working on organizing meetings this fall, since everybody is busy right now. We will have these meetings until people's concerns are satisfied. We will take the direction from the producer's perspective.

• Sign Update (Corvallis Hwy / Kings Valley Hwy/Raise Posts on Hwy 99)

• Two new signs will be erected. One on Kings Valley Hwy, and one on Corvallis HWY. We negotiated splitting the cost of installation with Benton SWCD. Benton County roadworks will post them.

• Smith Field Oaks Property:

Stutzman stated: "The County issued approval for the property line adjustment on the east side. Neighbors have a window to appeal this decision. After that time period passes it becomes final. Owen is working with a surveyor to complete the survey. Then there will be another BPA appraisal review. This is common for this process. ODFW & BPA are ok with the closing to happen sometime between September - November 2018.

• Corner Stone Property:

Woods asked if it has been mowed? Stutzman replied, "Marc is going out there next week to take a look at the fence lines, and get an estimate for mowing, and we will then hire a contractor to perform the work." Woods would like to see it completed before this fiscal year ends.

• Councils Transition

Hunt informed the board that the councils were looking at different office options in Dallas. Just by chance the Luckiamute WC is also moving to an office space by the event building on D Street in Independence and it's looking like the two councils will be sharing a space. Glen Gibson is interested in looking over the lease. At this point the council board is open to sharing the space. Lucas has yet to receive an offer from Cascade Pacific for employment. They might be waiting for the overdue reports as well. They are talking to the Councils as well.

Lucas also stated, "Once I get these reports done I will be working with Karin to figure out files and emails as we move towards the end of the month. It appears like everything is going to work out. I have received the work plan from WIN for the next 6-8 months. It was good to see those deliverables, I can accomplish that. The councils hand selected a consultant from Portland for the collaboration work between the two councils. I anticipate having a signed contract by them next week and will make that announcement Friday. Phase one should be closed up September-October 2018. Then it will be onto phase 2, the interviews went really well I am very excited for the growth potential. The energy they will bring to the councils it is exactly what the council's need they will be great. Courtney the OWEB Capacity Grant Coordinator was at the interview process. She's very happy with the class we are making. She said as a matter of fact that the transition to Cascade is already check off one of the merits that the were worried about. It was good to hear her breathe a sigh of relief as far as some of the things they wanted to see."

BA

Pender stated: "It sounds like it's going to be a terrific opportunity for everyone involved, you will all be working under the same of. Coming up with a lot of different ideas and cooperative activities and such. Sounds like good stuff."

Hunt added: "That is how we are the setting stage. On that note I will be pulling together a formal letter of resignation and have that to you by Friday that is a two weeks' leave notice for my work with the District and concurrent with the end of the year and the lapse of the contract."

More discussion including benefits changeover to Cascade Pacific.

- Calendar (attachment I)

REPORTS:

- NRCS
- Watershed Councils
- Staff
- Chair
- Directors

ADJOURN 8:01 PM

*Respectfully submitted by administrative assistant Patti Britt on June 19, 2018.*

  
Matt Crawford -Chair

10/6/18  
DATE