

POLK SWCD BOARD MEETING MINUTES

November 8 - 6:00 PM – 8:00 PM

Recording and attachments available on request

 Draft
 X Approved

CALL BOARD MEETING TO ORDER: Chair Wilson called the meeting to order at 6:00PM at the Polk SWCD Office, 580 Main St, Suite A, Dallas, Oregon. Introductions were then made.

| DIRECTORS: | STAFF: | GUESTS: | ABSENT: |
|------------------------------|-----------------|------------------|-------------------------------|
| Michael (Mike) Wilson, Chair | Kevin Porter | Eric Nusbaum-ODA | John (Jock) Dalton, Treasurer |
| Chad Woods, Vice Chair | Hayley Iverson | | |
| Pryor Garnett, Secretary | Morgan Neil | | |
| Donna Champeau | Beth Thiel-Zoom | | |
| Eden Olsen | | | |
| Lindsay McClary | | | |

PUBLIC COMMENTS

No public comment.

REVISION OF AGENDA

Kevin Porter stated that the Audit Report wasn't ready in time for the meeting, and he would like to add the Capacity Grant Agreement to the agenda instead.

CONSENT AGENDA

Mike Wilson pulled the District Financial Reports and October 11th Board Meeting Minutes from the Consent Agenda.

Lindsay McClary made a Motion to approve the Consent Agenda. Chad Woods Seconded. Motion Passed Unanimously. Items in the Consent Agenda include the Staff Reports.

Chad Woods made a Motion to approve the October 11th Board Meeting Minutes. Donna Champeau Seconded. Discussion: Pryor Garnett stated that he had made changes to the September Board meeting minutes and that was not reflected in the October 11th Board Meeting Minutes. Motion Passed Unanimously.

Pryor Garnett made a Motion to approve the Financial Reports. Eden Olsen Seconded. Discussion: Mike Wilson questioned the dates of the profit and loss report. Kevin Porter stated that it was from July 1-November 1. There was discussion regarding totals for income. Mike Wilson requested that a budget to actual be added in the future. Chad Woods questioned how difficult it would be to add a year to date on the profit and loss report. Kevin Porter stated that it would be off by about 3 weeks. Chad Woods stated that he would like to see current asset lists. There was discussion regarding how often that report would be included. Motion Passed Unanimously.

DISTRICT MANAGER REPORT

Kevin Porter presented his report to the Board. Kevin Porter stated that he was out last week on vacation. He noted that Beth Thiel has been continuing work on ag water quality monitoring as part of the District's scope of work. He stated that due to personnel changes these projects had fallen behind and Beth Thiel has been working with Derrick Godwin to get it caught back up. He noted that the Local Work Group meeting will be held in January. He asked the Directors to spread the word to bulk up the attendance. He reviewed plans for promoting the Local Work Group meeting. He reviewed grant funding that is in progress. He stated that he hopes to have documentation to present at the December Board Meeting. He reviewed

funding that is possible through NRCS. He noted that he is discussing possible joint efforts to apply for these grants. He reviewed the new OACD Director Eligibility rules. He noted that there is a new clause that states that the Director must live in the zone they are elected to and not just own land there. He noted that this change does not affect any of the current Directors. Eric Nusbaum stated that he heard that there might be a fix to this ruling coming up. Kevin Porter stated that Beth Thiel and Hayley Iverson are due for their 6-month reviews. He reviewed the Polk County Water Supply Report. There was discussion regarding the Local Work Group meeting.

NATIVE PLANT SALE REPORT

Morgan Neil presented the Native Plant Sale Report to the Board. She stated that the District did an event during the plant sale with the tribe regarding camas cultivating. She reviewed and compared the sales reports for 2021, 2022, and 2023. She stated that this year she sent a survey to all the customers she had email addresses for, to get more information about how customers found out about the sale, how they categorize themselves, and which counties they live in. She stated that the sale sold out. She asked the Board if they want to stay the course or expand the sale. She reviewed the pros and cons of the current set up, as well as expanding. She would like to upgrade technology to process in person orders and payments more efficiently. She reviewed the plan for the 2024-2025 plant sales. There was discussion regarding the winter plant sale. Chad Woods stated that Morgan Neil has done a really good job on the plant sale. There was discussion regarding the survey results. There was further discussion regarding where the plant sale could be held in the future. Morgan Neil stated that she wants it to be a welcoming environment. There was further discussion regarding the future size of the sale. Morgan Neil stated that she has to preorder plants as soon as possible or they will sell out. She stated that she will likely need to start working with other nurseries in the future. Mike Wilson stated that he would like Morgan to do what needs to be done to ramp up the sales. There was discussion regarding the costs associated with the sale.

COMMITTEE REPORTS

Property Committee:

Lindsay McClary presented a Property Committee Report to the Board. She noted the committee met on October 27th. She stated that that meeting was to prepare for the meeting with BPA. She reviewed the outcome of the meeting with BPA. She noted that there is another committee meeting scheduled for November 9th. She stated that BPA is reviewing the management plan. She noted that due to the recent end of recreational immunity, the District may close down public access to properties. Kevin Porter reviewed the case that brought this issue to light and SDAO's recommendations to Districts that offer public recreation. He stated that the District should seek legal counsel to review this issue. Pryor Garnett stated that he reviewed SDAO's comment and feels that it is hyper cautious and alarmist. He stated that he hasn't read the court of appeals opinion. SDAO was careful to limit it to improved trails that go anywhere other than a recreational area. He stated that he is not too concerned about the issue with the District's properties. There was discussion regarding the next steps with BPA.

NEW BUSINESS

Mike Wilson reviewed the OACD Board Candidates with the Board. He noted there are two categories that the Board needs to vote on. Kevin Porter noted that there is one vote for the east at large and two for the west at large. Lindsay McClary stated that she doesn't know any of the east at large candidates but that the incumbent is Tim Newton and she would like to see what he is able to do with more time in that position. Donna Champeau stated that she would be in favor of Stan Dean and Jan Lee. Eden Olsen noted that she would also support Jan Lee. Lindsay McClary agreed. Pryor Garnett presented his recommendation to the Board. He stated that the candidates are nicely spread out and he would like to see more people appointed that aren't just in the Portland Metro area. He noted that he would like to see a new person come in over Jan Lee. There was further discussion regarding who the Board should vote for. Mike Wilson stated that it sounds like the Board is in support of voting for Tim Newton, Stan Dean and Jeff

Rota. Pryor Garnett stated that the Board members that are leaving their positions are all in the Portland Metro area. He would like to see some more geographic diversity. Lindsay McClary stated that she knows that whether Jan Lee was elected or not, she would still volunteer. Pryor Garnett made a Motion to cast the Districts vote in favor of Jeff Rota, Stan Dean, and Tim Newton. Chad Woods Seconded. Motion Passed Unanimously.

Kevin Porter reviewed the Election Procedures Review/Calendar with the Board. He stated that he is a little ahead of the game but wanted to make the Directors aware of the election cycle. He stated that ODA will have the election packet on their website in January but Directors should start thinking about it now. Pryor Garnett stated that it would be helpful to advertise in Cultivating and online for people to run and if they don't win the election, they could be Associate Directors and the District needs more Associate Directors. Chad Woods stated that he is ready to retire from the Board and will not be running again. He would like to see the next generation step up and serve on the Board. Chad Woods reviewed how he became a Director. He would like to see a Budget Officer appointment on the December agenda.

Eric Nusbaum completed a Board Training Session with the Board. He stated there have been some changes to public meeting laws and reviewed those. He stated that Directors in districts that have a budget of over a million dollars are now required to complete training. He reviewed changes to executive session rules. He reviewed issues with Directors emailing each other. He reviewed how public meeting laws have changed. He noted that the Ethics Commission is taking over enforcement of public meeting laws. He reviewed complaint processes. He stated that fines are paid by Directors and not by the District. He reviewed a presentation regarding fiduciary responsibilities with the Board. He stated that he would like to see the Board having more discussion on financials at Board meetings. He reviewed some options for internal controls that could be implemented. He stated that next month's training will be Director Roles and Responsibilities.

Evelyn Conrad presented an NRCS Update to the Board. She stated that there have been 39 site visits and reviewed the breakdown between programs for 2024. She is anticipating 25 grant applications all over the county. She stated that she has seen a lot of new applicants this year. She reviewed contracts that she currently has in the works. She reviewed the Civil Rights Overview for Soil and Water Conservation Districts and NRCS with the Board.

Kevin Porter reviewed the 2023-2025 District Capacity Grant Agreement with the Board. He noted that this was held up with the late grant reports and annual meetings. Those are finally cleared up and the Agreement can be signed. The Board reviewed the Agreement.

Meeting adjourned @ 8:27 pm by Mike Wilson.

Respectfully submitted,

Hayley Iverson

Administrative Assistant