

POLK SWCD BOARD MEETING MINUTES

October 11 - 6:00 PM – 8:00 PM

Recording and attachments available on request

 Draft
 X Approved

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

DIRECTORS:	STAFF:	GUESTS:	ABSENT:
Chad Woods, Vice Chair	Kevin Porter	Kristen Larson	Michael (Mike) Wilson, Chair
John (Jock) Dalton, Treasurer	Beth Thiel – Zoom		
Pryor Garnett, Secretary	Hayley Iverson		
Donna Champeau			
Lindsay McClary			
Eden Olsen			

PUBLIC COMMENTS

No public comment.

REVISION OF AGENDA

Kevin Porter stated that the NRCS update from Evelyn Conrad needs to be removed from the Agenda.

CONSENT AGENDA

Pryor Garnett made a Motion to approve the Consent Agenda. Jock Dalton Seconded. Motion Passed Unanimously. Items in the Consent Agenda include the September 13th Board Meeting Minutes, Staff Reports, and District Financial Reports.

DISTRICT MANAGER REPORT

Kevin Porter presented his report to the Board. Kevin Porter stated that members of the staff and Directors have been dealing with the deaths of some family members. He thanked the staff and Directors for their help and support. He stated that he would like to do in-person training with ODA for staff and Directors regarding Board Meetings. That training will be on the Agenda for the November Board Meeting. He also stated that there has been a lot of discussion about a potential government shutdown and presented guidelines from NACD on what to do in case of a government shutdown. If a shutdown does happen in November, staff may need to work from home. He stated that funding that has already been granted through NRCS will continue as these are already approved funds. However, there isn't a current farm bill in place and as such, some CREP contracts may be put on pause. He reviewed IRA funding that is currently available. He reviewed a grant application he submitted for education and outreach with NACD. There was further discussion regarding other possible grants. He stated that the plant sale is moving forward and that purchasing was greatly increased from last year. He stated that the volunteers that the District works with are fantastic and are always happy to step up and help. There was discussion regarding the winter plant sale. He reviewed the Leasing Your Farmland event that the District is partnering with.

COMMITTEE REPORTS

Policy Committee:

Pryor Garnett presented the edits to the Long Range Plan to the Board. He stated that the strategic direction is new in the Long Range Plan, as well as the values statement. He stated that the Committee was very picky about the wording in the document. He stated that the District hasn't changed much and as such, there are portions of the Long Range Plan that didn't change. Kevin Porter further reviewed the Long Range Plan with the Board. He stated that the 2021 Ag Census is not available yet and the 2017 census information is still in the plan. Chad Woods stated that this is one of the better Long Range Plans he has

seen. Jock Dalton made a Motion to approve Resolution 102-10112023 to adopt the 2023-2028 Long Range Plan. Donna Champeau Seconded. Discussion: Pryor Garnett noted that the Directors Emeritus section needs to include Matt Crawford, as well as some formatting that needs to be adjusted. Jock Dalton amended his Motion to include the recommended corrections. Motion Passed Unanimously.

Personnel Committee:

Donna Champeau reviewed the Committee recommendation for the District Manager's Annual Review with the Board. She stated that the Committee's main goal was to work on this review process. The rating scale was changed to add more validity to the answers. She stated that the Committee went through every category to represent everything that the District Manager does. There was discussion about how annual reviews will be handled going forward. There was discussion regarding which partners will have input on this review. Chad Woods stated that he likes what the Committee has put together. Donna Champeau asked the Board to look at the proposed review scale and suggest any changes. The Board Unanimously approved the Committee's recommendation.

Property Committee:

Lindsay McClary presented an update on the Committee's property ownership review. She reviewed the Smithfield Oaks legal access issues. She stated that there was a meeting with BPA, and they will be meeting again on November 2nd and believes there will be some major progress made. She stated that the October 27th meeting will allow the Committee to prepare for the meeting with BPA. She reviewed a trespassing incident where staff encountered hunters at Smithfield Oaks. She stated that this encounter was unacceptable and with weapons being involved, the Committee is recommending that staff not be allowed to access the property until the legal access issues are resolved. Jock Dalton stated that he would like more input on how the trespassers were acting. He stated that he is concerned about someone aggressively asking staff questions about the property. Kevin Porter reviewed the conversation that occurred with the trespassers. Kevin Porter stated that it is posted that no hunting is allowed and there are property stakes in place. Donna Champeau noted that there is a difference with gender and that females are typically in more danger in these situations than males. Donna Champeau recommended the Board seek legal counsel on how to move forward. Pryor Garnett stated that he agrees with Donna Champeau. The District has several resources that could help. Lindsay McClary stated that she would like to recommend that the neighboring property owner be reached out to, that the District begin to develop a relationship with the Sheriff's Office and that staff not access the property until the issues are resolved. Pryor Garnett stated that he doesn't want to keep staff off the property, however, he doesn't want to put staff in a position where they could experience that situation again. Kevin Porter stated that he is planning maintenance on the property and suggests that two staff members are on the property when doing site visits. There was further discussion about staff not taking unmarked personal vehicles and only use District vehicles. Jock Dalton questioned whether there was a connection between a prior poaching incident and this incident. Kevin Porter stated that he didn't believe there was. Lindsay McClary stated that she likes the direction the Board is taking and that there were events planned at Smithfield Oaks. Kevin Porter stated that there are events currently planned at Smithfield Oaks, however, they can be moved to Cornerstone. Lindsay McClary stated that once legal access has been established with BPA, the District will have more teeth. If there is another incident, the Sheriff needs to be called. Jock Dalton recommended that notes be taken immediately following an incident. Donna Champeau suggested a protocol be created for these incidences.

NEW BUSINESS

Kristen Larson with the Luckiamute Watershed Council reviewed the Avery/Atherton Project Update, Letter of Support and Funding Request with the Board. She reviewed the history of the project and location. She stated that costs have gone up since the beginning of the project. She stated that the District did give \$5,000 for this project earlier this year and that has been spent. She stated that she would ideally like to see a \$20,000-\$25,000 donation from the District for this project. She reviewed how those funds would be

used. Jock Dalton questioned what the District would be able to do. There was discussion regarding funds that would be available. Chad Woods stated that he would like to see the money come out of the watershed fund. He stated that this fund was created to help with these projects. Chad Woods would like to see half of the amount in the 2023-2024 fiscal year and the other half in the 2024-2025 fiscal year for a total of \$25,000. There was discussion on how the funds would be distributed. Pryor Garnett made a Motion to authorize Kevin Porter to sign the Letter of Support for a total committal of \$25,000 over the current and next fiscal year. Lindsay McClary Second. Motion Passed Unanimously.

Chad Woods stated that these Resolutions are housekeeping for the District. Kevin Porter reviewed the Annual Meeting Resolutions with the Board. He stated that the last written and backed up by minutes Annual Meeting Resolution was in 2018. He doesn't doubt that these were done, however, no one can find them. He reviewed the process that needs to be followed to meet ODA requirements. He also stated that this is holding up the District's capacity grant funding. He stated that ODA has reviewed the proposed Resolutions and has approved them.

Pryor Garnett made a Motion to approve Resolution No. 099-10112023 for the 2019-2020 Annual Meeting. Jock Dalton Seconded. Motion Passed Unanimously.

Pryor Garnett made a Motion to approve Resolution No. 100-10112023 for the 2020-2021 Annual Meeting. Eden Olsen Seconded. Motion Passed Unanimously.

Pryor Garnett made a Motion to approve Resolution No. 101-10112023 for the 2021-2022 Annual Meeting. Eden Olsen Seconded. Motion Passed Unanimously.

Donna Champeau took a moment to acknowledge that members of the District staff and Directors have lost loved ones recently and would like to do something for them. Jock Dalton made a Motion to allow up to \$200 be spent for that purpose. Pryor Garnett Seconded. Motion Passed Unanimously.

Meeting adjourned @ 7:23 pm by Chad Woods.

Respectfully submitted,

Hayley Iverson

Administrative Assistant