

March 10th, 2021
POLK SWCD
Annual Meeting

ANNUAL & BOARD MEETING AGENDA 5:00 PM - 6:00 PM

ANNUAL WORK PLANNING SESSION 6:00PM - 8:00 PM

Via ZOOM video Conference - Recording and attachments available on request

CALL ANNUAL MEETING TO ORDER and INTRODUCTIONS: Woods 5:03 PM

PRESENT:

- DIRECTORS: Woods, Simmons, Ford, M. Wilson, Beebe, Garnett, and Dalton.
- STAFF: Bell, Stutzman, Morgan, and White
- GUESTS: Carla Cudmore, Tom Wilson (Contractor) and Kristen Larson (Luckiamute Watershed Council)

2019-2020 FY AUDIT PRESENTED (see Attachment A)

- Discussion of internal controls.

ANNUAL REPORT HIGHLIGHTS (see Attachment B)

ADJOURN ANNUAL MEETING: Woods 5:15 PM

March 10th, 2021
POLK SWCD
Board Meeting

CALL BOARD MEETING TO ORDER: Woods 5:15 PM

PRESENT:

- DIRECTORS: Woods, Simmons, Ford, M. Wilson, Beebe, Garnett, and Dalton.
- STAFF: Bell, Stutzman, Morgan, and White
- GUESTS: Carla Cudmore, Tom Wilson (Contractor) and Kristen Larson (Luckiamute Watershed Council)

PUBLIC COMMENTS: None

REVISION OF AGENDA: None

STAFF REPORTS HIGHLIGHTS (see Attachment C)

- Update on oak damage from ice storm at Smithfield Oaks and Cornerstone FEBRUARY 10th Meeting Minutes (see Attachment D)
- Woods corrected the minutes to read "\$37,000 average burn rate per month" not total to spend.

Beebe moved to accept with correction, Dalton 2nd: passed 6-0 (Dalton abstained)

FEBRUARY Treasurer's Report (see Attachment E)

Dalton moved, Wilson 2nd, no discussion: passed 7-0

REVISED Motion from Personnel Committee Regarding COLA increases

Beebe, moved to accept the revised motion as presented. Dalton 2nd: Garnett asked to change the word "average" to "calculated cola". Beebe moved to accept the revised motion with Garnet's changes. Dalton 2nd. Passed 7-0

UPDATE on logs in Mercer Reservoir:

Morgan reported that the city decided to use a city crew and work with a logger already up there. He reported logs will be decked at the boat launch. The BLM has \$18,000 in restoration funds that are possible to use if the logs can be restored to new projects in the Upper Rickreall watershed. Once it arrives, it could pay for work with city to remove the logs, up to \$15,000. Hancock will move logs to decking sites, at project site, at their cost. Possible use of special projects funds discussed.

- Ownership of logs is not city. Remind the city the logs don't belong to them and can't destroy them, as District is ready to remove the logs.
- Staff asked to go up to the project site and weren't invited, and weren't given bids until today. One Bid had no contractor name or contact information. Staff asked for Scope of Work from city to bring to board. Woods asked to document all discussions with city.
- Wilson asked who owns logs. And Dalton replied the Rickreall WC paid for the logs, but the board believes they are the property of ODF&W. Morgan raised the issue of ownership with the city and was answered in an antagonistic manner.
- Beebe asked if we were under any contract or had signed any contract for log recovery and Stutzman said no.

ADJORN BOARD MEETING: Woods 6:37 PM

March 10th, 2021
POLK SWCD
Annual Work Planning Session

CALL ANNUAL WORK PLAN SESSION TO ORDER: Woods 6:38 PM

PRESENT:

- DIRECTORS: Woods, Simmons, Ford, M. Wilson, Beebe, Garnett, and Dalton.
- STAFF: Bell, Stutzman, Morgan, and White
- GUESTS: Carla Cudmore, Tom Wilson (Contractor)

REVIEW ANNUAL WORKPLAN (see Attachment F)

HOW THE DISTRICT CONTRIBUTES TO ADDRESSING NRCS LOCAL WORKING GROUP TOP PRIORITIES

- Discussion about cost accounting and recording hours on projects as it effects future staffing.
- Wilson advised don't stress over hours, just need an estimate.
- Stutzman said work plan doesn't reflect priorities, just a list of goals. Board needs to set priorities.

REVIEW AND DISCUSS DRAFT ANNUAL WORK PLAN FOR 2021- 2022 (see Attachment G)

Priorities Discussed:

- Dalton wants to know about general cost per employee and Woods wants cost per hour including overhead or an aggregate of all salaries, not for tracking but for budgeting.
- Woods put priorities on easement infrastructure and wants input from all board members to discuss these priorities.
- Woods asked if is it a priority for board to attend watershed council meetings, and M. Wilson stated he wanted to see additional support for watershed councils, not only going to meetings, but knowing their priorities and including money in the district budget.
- EDRR money for basket slough, Medusa Head at Smithfield property and support of Polk County Watershed Councils

- Wilson asked about the Polk Weed Board, and there is no weed board in the county. He wants to look at allocating time to leading or supporting a weed board. Woods replied it would have to be a group of constituents that need to start weed board.
- Top end limit for large woody debris is \$15,000 in work plan from the Special Projects Fund.

Other Discussion:

- Simmons asked about Stutzman's work load and wants to see it given with the quarterly staff reports. Beebe stated she thought the staff reports were adequate as presented. Pryor asked if any of our funders have expressed any concern of obligations not being fulfilled and Stutzman replied no.
- Simmons said he wants to justify to board why staff went to a meeting and make a report to the board. He stated that Stutzman's board report does not reflect this information as other staff.
- Woods asked what meetings the board thinks it is important for staff to attend and Garnett suggested to rely on mission and judgement of staff towards mission.
- Stutzman reported Morgan is working on water temperature and weather station monitoring with Derik Godwin in Salt Creek. The district is currently looking for an outreach and education coordinator.
- Discussion of Native Plant Sale: is point of NPS to earn money or get out native plants. Woods stated it was about plants in ground on private property and the profit goes to discretionary fund. Garnett whole heartedly agrees.
- Pryor gave kudos to the staff for a successful year.

The board will accept work plan at next board meeting. Please Email Woods with comments and questions.

ADJOURN Woods 8:00 PM