



CLACKAMAS COUNTY

# Soil and Water Conservation District

Approved 10/19/2010

## SWCD Business Meeting Minutes for September 21, 2010

### **Present:**

**Directors:** Don Guttridge (Vice Chair, by phone), Jan Lee (Chair), Janiece Miller, Ron Oberg, Joan Zuber (Treasurer)

**Associate Directors:** Michael Weinberg

**Staff:** Lisa Bucy, Michael Garvison, Clair Klock, Tom Salzer

**NRCS:** Kris Homma

### **1 – CALL TO ORDER**

Chair Lee called the meeting to order at 9:32 am on Tuesday, September 21, 2010 in the Clackamas County SWCD (CCSWCD) conference room.

**2 – AMEND/ACCEPT AGENDA:** The agenda was amended to move action items to the first part of the meeting to accommodate Director Guttridge’s schedule. Chair Lee added one action item dealing with the CCSWCD annual appointment to the OACD Board of Directors. These changes were accepted by consensus.

**3 – MINUTES:** Directors Guttridge/Zuber moved/seconded to accept the minutes of the August 17, 2010 regular business meeting and the minutes of the September 7, 2010 Executive Committee meeting as submitted. Motion carried.

**4 – FINANCIAL REPORT AND VOUCHERS:** Directors Guttridge/Oberg moved/seconded to accept the financial report and approve vouchers, as submitted. Director Oberg asked if actual tax revenues to the District would be lower than expected, and staff Garvison reported that the percentage of uncollectible taxes used in budgeting appears to be higher than estimates of actual collections. Motion carried.

**5 – GRANTS TO PARTNERS:** Directors Miller/Zuber moved/seconded to award funding to several organizations, specifically:

Molalla Riverwatch	\$7,500
Sandy River Basin Council	\$7,500
Clackamas River Basin Council	\$7,500
North Clackamas Urban Watershed Council	\$3,000
Greater Oregon City Watershed Council	\$2,000
Oregon City Farmers Market	\$5,000
Milwaukie Farmers Market	\$5,000
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	\$37,500

Only two farmers markets applied for this funding. Motion carried.

Director Zuber suggested representatives of these organizations report in person to the Board from time to time.

**6 – MOU WITH CLACKAMAS RIVER WATER PROVIDERS:** Staff Bucy presented an agreement between Clackamas River Water Providers (CRWP) and the District. The purpose of this agreement is to authorize support to CRWP not to exceed \$5,400 to implement pesticide cleanup events. The District commits to not more than \$3,000 in cash match and up to \$2,400 in staff time to implement the CRWP grant. Directors Zuber/Oberg moved/seconded to approve the agreement. Motion carried.

**7 – OUT-OF-STATE TRAINING REQUEST:** Staff Salzer approved training for staff Garvison to attend human resources training in Seattle in October. Directors Guttridge/Miller moved/seconded to approve out-of-state travel for staff Garvison. Motion carried.

**8 – HEALTH INSURANCE PREMIUMS:** Staff Salzer and Garvison briefed the Board on the status of crafting a system in which employees share in the cost of health care insurance. Staff Salzer requested deferral of action, and will bring a proposal to the Executive Committee in October; the Executive Committee's recommendation would be presented for final action to the Board at the regular meeting on October 19, 2010.

**9 – OUTREACH AND MARKETING COMMITTEE:** Staff Salzer suggested the Board create a new committee on outreach and marketing. Director Oberg has volunteered to serve on that committee, and staff Bucy and Klock would also serve. A representative of Cooperative Extension would be requested to participate with us. This committee would advise the District and help strengthen our working relationship with Extension. Chair Lee appointed to the committee the individuals listed above.

**10 – OACD BOARD OF DIRECTORS:** Chair Lee noted the need for an annual appointment to serve on the OACD Board of Directors. Associate Weinberg volunteered to continue in that service, and with no other Directors volunteering, Chair Lee made that appointment for another year.

**11 – 2010 ELECTION:** Staff Bucy briefed the Board on the status of candidate filings for Director positions. Zone 1 remains open with no person filing for the position. Chair Lee provided the names of two individuals who might be able to represent Christmas tree and nursery growers.

**12 – BOARD RETREAT:** Chair Lee and Staff Salzer described a proposal from Ray Ledgerwood for a one-day board development session to occur after new Directors are seated after January 1, 2011. The total cost estimate – including travel, lodging, meals, and incidentals – was \$2,150. Directors Miller/Zuber moved/seconded approval of the cost, and the motion carried.

**13 – ASSOCIATE DIRECTORS:** Staff Bucy and Salzer described the request for associate directors contained on the back side of last night's annual dinner program. Several Directors offered suggestions for recruiting additional Associate Directors.

**14 – TECHNOLOGY:** [A] Staff Salzer reported the new file server was installed and running, but was not yet connected to staff workstations. He briefed the Board on the status of our request to USDA OCIO for permission to disconnect from the USDA network switch and use existing network wiring for connection to our new file server. The District is paying for some services we are unable to use because we have not received that waiver. By consensus, the Board agreed to an end-of-October deadline for a response from OCIO.

[B] The District received the invoice for SurveyMonkey and as soon as the District's payment is credited, we'll have access to that account. A wide range of potential uses was outlined during discussion.

[C] Google proposed a contract for their Google Apps for Government service. Google's annual minimum purchase of \$2,500 exceeds our need, so Google proposed a three-year agreement, with the services we requested bundled for the three-year term and paid in full up front. The \$5,229 total cost equates to \$1,743 per year, which is very close to our original estimate. Staff Salzer will proceed with the contract.

**15 – ANNUAL DINNER:** Staff Bucy reported 72 people attended the District's annual dinner held last night at the Springwater Grange. We presented a Conservation Partner of the Year award to Portland Purple Water, and also recognized Delano Farms for a lifetime of conservation leadership with our Conservation Heritage Award.

**16 – 2011 ANNUAL DINNER:** Staff Bucy reported staff will use a 60-minute work session to come up with ideas for next year's annual dinner, and she invited Board members to participate. Several Directors voiced ideas for next year.

**17 – OACD ANNUAL CONFERENCE:** In response to Chair Lee, directors Lee, Oberg, and Zuber, and Associate Weinberg, stated they plan to attend the Association of Conservation Districts annual meeting.

**18 – NRCS REPORT:** Kris Homma reported on a new client that is expanding into local food production. She also described the activities related to the end of the federal fiscal year. Also, since most of the applications came from the south part of the county, NRCS programs will be focused southward this cycle.

**19 – DIRECTOR COMMENTS:** Director Oberg reported the County Fair was a great success, with attendance up by about four percent. Vendors were happy, and there was a festival atmosphere this year. Next year the Fair will have two themes: farm safety and the importance of Ag in the community. Also, booths of similar groups may be consolidated and located in common areas to help fairgoers find particular services and information.

**20 – MANAGER COMMENTS:** Staff Salzer discussed the development of the 2010 annual report and thanked Associate Director Weinberg for letting him address the Clackamas River Basin Council at their regular board meeting

**ADJOURN AND NEXT MEETING:** There being no further business, directors Miller/Zuber moved/seconded to adjourn, and Chair Lee adjourned the meeting at 11:20 a.m. The next regular business meeting will be on October 19, 2010.

Director Guttridge left the meeting at 10:35 am.

Respectfully submitted,

*/s/ Tom Salzer*

Tom Salzer, Manager