



CLACKAMAS COUNTY SOIL AND WATER
**CONSERVATION
DISTRICT**
™ Good dirt. Clean water.

Clackamas County SWCD Executive Committee

DRAFT AGENDA ~ May 2, 2012 ~ 11:00 am

221 Molalla Ave. Suite 102, Oregon City, OR

#	Item	Time/Who	Notes
1	Call to order, agenda	11:00 Lee	Amend/accept agenda as needed
2	Minutes/old business	11:00 Lee	A - INFO: April 17, 2012 draft minutes
3	Monthly financials	11:05 Lloyd	A - ACTION to approve expenditures B - Conservation Implementation Fund update
4	Non-recurring financials/funding	11:10 Salzer	A - INFO: Budget hearing May 15 B - INFO: Draft policies on conservation improvements and financial assistance
5	Projects/programs	11:30 Salzer	A - INFO: Milk Creek large wood procurement B - INFO: Grant+loan offering to dairy
6	Personnel	11:35 Salzer	A - ACTION: Date for Personnel Committee meeting
7	Management/policy	11:40 Salzer	A - INFO: Board officer elections May 15 B - INFO: Election calendar for Directors
8	Roundtable	11:45 Lee	
9	Adjourn, next meeting	12:00 Lee	Regular Board meeting May 15, 2012 at 1:00 pm

The Clackamas County Soil and Water Conservation District (CCSWCD) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, religion, sexual orientation, generic information and political beliefs. CCSWCD is an equal opportunity provider and employer.



CLACKAMAS COUNTY

Soil and Water Conservation District

Approved 5/15/12

SWCD Executive Committee Meeting Minutes for May 2, 2012

Present:

Directors: Don Guttridge (Vice Chair), Ron Oberg (Treasurer), Joan Zuber (Secretary), Michael Weinberg

Staff: Tom Salzer, Lisa Kilders, Marlene Lloyd, Eann Rains

1 – CALL TO ORDER – Vice Chair Guttridge called the meeting to order at 10:35 a.m., May 2, 2012 in the Clackamas County SWCD (CCSWCD) conference room at 221 Molalla Ave, Oregon City, OR.

No changes were made to the agenda.

2 – MINUTES/OLD BUSINESS - The Executive Committee were given draft minutes of the April 17, 2012 board meeting that had corrections from Vice Chair Guttridge.

3 – MONTHLY FINANCIALS–

- A. Staff Lloyd presented the expenditures list for approval. One unusual expense was listed for repairs to the Dodge pickup from the vehicle accident. All expenses were fully reimbursed from SDAO. Directors Oberg/Guttridge moved/seconded to approve expenditures as submitted. Motion carried unanimously.
- B. Manager Salzer reported that the Conservation Investment Fund graph continued in an upward trend. A root beer float celebration to commemorate a great year of getting conservation on the ground will be held on June 19 at 12:30 prior to the June board meeting.

4 – NON-RECURRING FINANCIALS/FUNDING –

- A. Manager Salzer presented the updated budget calendar with the change in public hearing time to 12:30 pm on May 15, 2012. The calendar was accepted without dissent.
- B. Manager Salzer presented two draft policies on conservation improvements and financial assistance. Edits by legal counsel were pointed out in the text, and the District's legal counsel agreed with the edits. He asked that the executive committee read through the policies and consider them for discussion at the May 15 board meeting. He noted that while these policies would change how we do business with landowners, the conservation improvements policy would allow large projects on private lands to not become reportable as income when that work substantially protects/benefits public resources. The primary policy provides 100%

funding from the District and a temporary access easement for the life of the project. In situations where this is not feasible, the financial assistance policy would allow the District to use the traditional 75/25 cost sharing on a project with the appropriate 1099 tax forms to the landowner.

Director Zuber proposed considering these changes as a pilot project that can be reviewed at a future date to see how it is working.

5 – PROJECTS/PROGRAMS –

- A. Manager Salzer updated the Committee about Milk Creek large wood procurement. It is very difficult to find contractors that have large trees with root wads available for stream projects. On the advice of legal counsel, we will get three informal price quotes, even if vendors do not normally have such items in stock.
- B. Salzer announced that we have our first grant plus loan (75%/25%) agreement in the works. This will go to a local dairy that needs an agitator to agronomically apply dairy pond waste. This operation is located in Doane Creek watershed, part of our ODA priority area.

6 – PERSONNEL –

- A. The next Personnel Committee meeting will be on Wednesday May 23, 2012 at 9:00 a.m., to review draft personnel policy manual changes and review performance evaluations.

7 – MANAGEMENT/POLICY –

- A. Manager Salzer reminded the board that Chair Lee had requested board officer elections be held during the May meeting as she will not be present for the June board meeting. Director Lee will not seek the position of chair this coming year.
- B. Manager Salzer presented the Elections calendar for 2012. Dates for Clackamas County are included on the calendar. Four positions will be open in the 2012 general election.
 - At-Large (one position) currently held by Jan Lee
 - Zone 1 is currently held by Jesse Nelson who is filling a vacancy and therefore must run at the earliest election
 - Zone 2 is currently held by Ron Oberg
 - Zone 3 is currently vacant

Election packets will be sent to board members who are up for election and to members of the public who have requested the information.

8 – ROUNDTABLE –

Director Zuber reported that she had been contacted regarding a local watershed council.

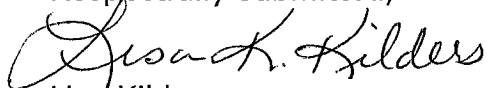
She also reported that she had been contacted by a local citizen concerned about the District providing funding to the Molalla Farmers market. She asked for clarification on

whether the District required reporting of our partners who receive financial support. Manager Salzer went through the partner support process with the board and suggested that the board review the process when the budget process had been completed. It was recommended that we should put our partner support grant requirements on the website once they have been reviewed.

9 – NEXT MEETING /ADJOURN – The next board meeting will be on May 15, 2012 at 1:00 p.m. A public hearing on the budget will be held from 12:30 pm to 1:00 pm on May 15, immediately preceding the regular Board of Directors meeting.

There being no further business, Vice Chair Guttridge adjourned the meeting at 1:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Kilders".

Lisa Kilders
Assistant Manager

Voucher Approval List 05/02/2012

VENDOR NAME:	MEMO:	Check Number	DATE:	AMOUNT PAID:
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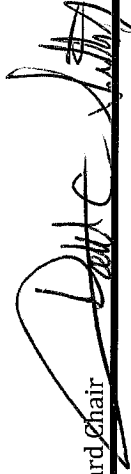
Recurring Expenses Authorized for Payment by Resolution 2012-001:

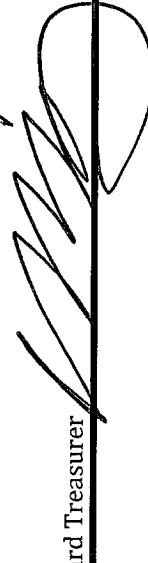
AT&T	April Cell Phone Services	4405	5/2/2012	\$ 187.75
Clackamas County Department of Finance	May Benefits	4407	5/2/2012	\$ 13,907.06
Comcast	April 2012 DSL for District Network	4408	5/2/2012	\$ 111.90
Integra Telecom	Payment for District's monthly Telecom Service	4409	5/2/2012	\$ 570.15
MODOC Investments dba Redside Equities, LLC	May Rent & Utilities	4410	5/2/2012	\$ 7,167.50
Pacific Office Automation	March Copier Expense	4411	5/2/2012	\$ 338.47
Sonitrol	May Monitoring	4412	5/2/2012	\$ 149.00
Voyager	April Fuel	4413	5/2/2012	\$ 447.82
	Subtotal			\$ 22,879.65

Executive Board Authorized Payments:

Bump Parlor Inc.	Dodge Body Repair (Reimb by our Insurance Company.)	4406	5/2/2012	\$ 1,454.13
	Total			\$ 24,333.78

Approved By Board:


Board Chair


Board Treasurer