



CLACKAMAS COUNTY

Soil and Water Conservation District

Approved July 15, 2014

Clackamas County SWCD Special Meeting Minutes for June 30, 2014

Present:

Directors: Roger Fantz, Don Guttridge (Secretary), Jan Lee, Jesse Nelson, Ron Oberg (Chair), Joan Zuber (Vice Chair)

Associate Director: PK Melethil

Staff: Marlene Lloyd, Cathy McQueeney, Tom Salzer

1 – CALL TO ORDER and AMEND/ACCEPT AGENDA/ PUBLIC COMMENT

The project tour for Board Directors started at 9:00 a.m., and the tour concluded at noon at the District's farm. Chair Oberg called the special meeting to order with a quorum present at 12:09 p.m. on Monday, June 30, 2014 at the Beaver Creek Demonstration Farm at 22055 S. Beaver Creek Rd.

The proposed agenda was accepted without revision.

2 – FINANCIALS

Staff Lloyd presented two vouchers for approval. The first, for \$28,000, represented Department of Environmental Quality (DEQ) loan repayments made to the District and deposited in the District's Wells Fargo account. This voucher allows the District to transfer these funds to a District account at Citizens Bank which will be dedicated to DEQ repayments. The second voucher was a reimbursement for lumber purchased by Jeff Nelson for work being completed at the Beaver Creek Farm.

Directors Guttridge/Lee moved/seconded to approve the two vouchers as presented. Motion carried unanimously.

3 – PLANNING

Manager Salzer reported that the Department of Agriculture requires that the Board take formal action to adopt the District's annual work plan.

Directors Zuber/Guttridge moved/seconded to adopt the 2014-2015 Annual Plan of Work. Motion carried unanimously.

4 – PERSONNEL

- A. Manager Salzer reported on the Cooperative Weed Management Area (CWMA) Coordinator and Weed Technician position. Twenty applications were received and reviewed by staff and have been shared with CWMA staff for review.
- B. Manager Salzer presented the Employee Handbook for adoption. Directors Zuber and Lee requested additional time to review and comment upon the Time Off and Leave Policy section of the handbook. Manager Salzer suggested that the Employee Handbook be adopted except for the Time Off and Leave policy section. Staff Lloyd agreed to provide a schedule of employees and years of service to the Board for their review.

Directors Lee/Zuber moved/seconded to adopt the Employee Handbook with exception of the Time Off and Leave section, effective July 1, 2014. Motion carried unanimously.

ADJOURN and NEXT MEETING

The Annual Dinner will be held on July 10, 2014 from 4:00 to 7:00 p.m. at the Beaver Creek Demonstration Farm.

The next Regular Board Meeting will be held on Tuesday, July 15, 2014 at 4:00 p.m. at the District office.

There being no further business, Chair Oberg adjourned the meeting at 12:38 p.m.

Respectfully submitted,

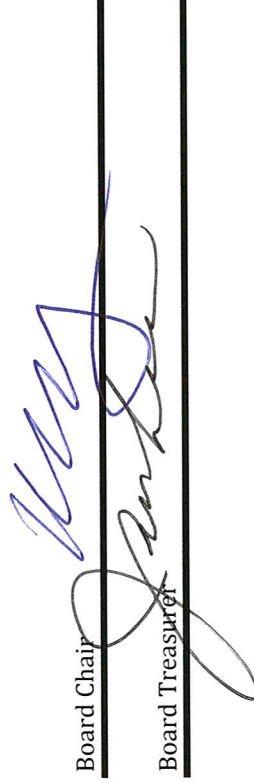


Cathy McQueeney

Voucher Approval List for 6/30/2014 --Revised---

VENDOR NAME:	MEMO:	Check No.	DATE:	AMOUNT PAID:
Additional Payments Authorized by Board - June 17, 2014				
Clackamas County SWCD	CB Acct # 0093 Transfer FY 2013-2014 DEQ Landowner Loan Pymts to	5666	6/30/2014	\$ 28,000.00
Jeff Nelson	Reimburse lumber purchase to repair Barn at the Farm	5667	6/30/2014	\$ 275.00
CF Integrated Resource Management	Stop Payment on Lost Check and Reissue	5584	5/20/2014	\$ (11,462.51)
CF Integrated Resource Management (Reissue Check)	VOID Check	5665	6/16/2014	\$ -
CF Integrated Resources Management Reissue Check	Contracted Srvc WeedWise Integrated Resource Management Survey	5675	6/30/2014	\$ 11,462.51
Total				\$ 28,275.00

Approved By Board:



 Board Chair

 Board Treasurer