



CLACKAMAS COUNTY

Soil and Water Conservation District

Approved December 16, 2014

Clackamas County SWCD Board Meeting Minutes for November 18, 2014

Present:

Directors: Jeff Becker, Roger Fantz, Don Guttridge (Secretary), Ron Oberg (Chair)

Staff: Jeremy Baker, Lisa Kilders, Marlene Lloyd, Cathy McQueeney, Eann Rains, Jenne Reische, Tom Salzer

Partners: Kim Galland, Kris Homma

Guest: Mike Weinberg

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

Chair Oberg called the meeting to order with a quorum present at 4:03 p.m. on Tuesday, November 18, 2014 in the Clackamas County SWCD conference room at 221 Molalla Ave., Suite 102 in Oregon City.

USDA Natural Resources Conservation Service (NRCS) partner, Kris Homma, introduced Kim Galland. Galland is the Multnomah County District Conservationist for NRCS, replacing Steve Fedje who has retired. She will operate out of the Clackamas County office.

The agenda was accepted without revision.

2 – MINUTES AND OLD BUSINESS

A. Minutes from the October 28, 2014 regular board meeting were presented.

Directors Guttridge/Fantz moved/seconded to accept the minutes as presented. Motion carried unanimously.

B. Minutes from the November 4, 2014 special board meeting were presented. One error was found and corrected.

Directors Fantz/Becker moved/seconded to accept the minutes as amended. Motion carried unanimously.

3 – MONTHLY FINANCIALS

A. Staff Lloyd reviewed the October monthly financials. All accounts balanced to the penny.

Directors Guttridge/Becker moved/seconded to approve the financial reports as presented. Motion carried unanimously.

B. Staff Lloyd presented the November voucher list for approval. November vouchers totaled \$56,787.67 on check numbers 5897 through 5926. Check #5908 was voided. Unusual expenses for the month

include check #5923 to Gold Wrench for the installation of a safety light bar on the Ford F150 used by the WeedWise program.

Directors Fantz/Guttridge moved/seconded to approve the November voucher list as presented.
Motion carried unanimously.

- C. Staff Lloyd reviewed the summary of Conservation Fund commitments and expenditures.

4 – OTHER FINANCIALS

- A. Staff Lloyd reported on the VALIC retirement plan, noting that the first retirement distribution from this plan was successful.
- B. Staff Lloyd reported that the new District bank account, authorized by the Board last month to receive funds from online registrations for workshops, has been set up and is ready for use.

5 – PROJECTS, PROGRAMS, SPECIAL ACTIONS

- A. Staff Rains reported on the recommendations made by the Watershed Council Support Grant Committee. Eight of the ten councils in Clackamas County applied for funding.

Directors Guttridge/Becker moved/seconded to approve support grants to eight watershed councils for fiscal year 2015-2016 as recommended by the Committee. Motion carried unanimously.

- B. Staff Reische reported on two proposed instream projects in the Milk Creek Watershed: a weir removal project on Nate Creek at Camp Adams in Molalla similar to the project undertaken at Corral Creek last year, and a streambank erosion project on Milk Creek in Mulino that will improve water quality and fish habitat. Staff Reische is working with Oregon Department of Fish and Wildlife on both of these projects.
- C. Staff Kilders announced that the deadline to spend Supplemental Environmental Project (SEP) funds has been extended to allow completion of the Candy Lane Project in Milwaukie. Funds from two separate fines were scheduled to expire in December but are now extended until June 2015. She noted that new SEP funds have just become available for a possible project in Mulino.

6 – PERSONNEL

- A. Manager Salzer announced the resignation of Urban Conservation Specialist, Erik Carr. His exit interview was positive and he will be missed. The personnel committee has not yet met to discuss replacing this position.
- B. Director Guttridge reported that he and Chair Oberg met on November 5, 2015 to conduct General Manager Salzer's performance review. Highlights included General Manager Salzer's success in getting important District policies into place, thoughtfully managing District properties, initiating development of a 5-year District plan, facilitating the planning for a new office building, and maintaining exceptional communication with the Board of Directors. Director Fantz expressed that Manager Salzer's performance has been very strong and Director Becker noted that he heard many positive things about Manager Salzer at the American Farmland Trust Conference in Kentucky last month. The recommendation was made that Manager Salzer receive a \$5,000 performance award.

Directors Guttridge/Fantz moved/seconded to award a \$5,000 performance award to General Manager Salzer. Motion carried unanimously.

7 – MANAGEMENT, BOARD

- A. Staff Kilders requested that the Board set a date and time for the District's annual meeting. This is a required meeting the District must have to report on achievements of the past year and to present the annual audit. The meeting will be preceded by light refreshments and will be followed by the December regular board meeting.

Directors Guttridge/Fantz moved/seconded to hold the annual meeting at 3:30 p.m. on Tuesday, December 16, 2014. Motion carried unanimously.

- B. Manager Salzer and several board members reported on the Oregon Association of Conservation Districts conference held November 12 – 15, 2014 at Eagle Crest Resort in Redmond. Brian Lightcap is the new Lower Willamette Basin Representative, replacing Don Guttridge who served in this position for the past 10 years. Dianna Pope is retiring from the East Multnomah Soil and Water Conservation District Board of Directors after 28 years of service.
- C. Manager Salzer reported on the following:
- The new overflow pipe for the upper pond at the Beavercreek Farm is working well.
 - Recent windstorms blew over a small clump of birch trees on the edge of the upper pond. If possible, they will be pulled over into the pond to create resting habitat for wildlife. Otherwise, they will need to be cut down to protect the fence over which they are now hanging.
 - Recent windstorms also dislodged several shingles from the farm house garage. These will be repaired on an as needed basis. The roof is 31 years old but will not be replaced as future plans for the house and garage are still under consideration.
 - Staff is currently planning for this year's employee appreciation dinner.

8 – PROPERTIES & PLANNING

- A. Manager Salzer reviewed the Working Lands Committee notes from the meeting on October 28, 2014. As requested, he has set up a meeting with Dan Roix of Columbia Land Trust for Monday, November 24, 2014 at 3:00 p.m. Staff Faucera will prepare soil maps for the meeting.

9 – COMMITTEE, PARTNER, DIRECTOR REPORTS

- A. Director Fantz announced that he will be cutting Christmas trees at his farm this coming weekend.
- B. Staff Baker shared that, as the Oregon Conservation Education and Assistance Network (OCEAN) basin representative, he has been visiting conservation districts in his area to see what support OCEAN can provide to their staff. He also noted that he has another \$95,000 in irrigation projects lined up for the coming year. Director Becker asked if Staff Baker could provide some figures that demonstrate water savings realized by switching to drip irrigation. Staff Baker will work on finding some accurate numbers to share.
- C. Guest Weinberg shared that he is dividing his time equally between living in New York and in Oregon and that he is involved in some watershed work in New York.

- D. NRCS partner, Kris Homma, thanked the board for approving engineering support funds at the last regular board meeting. She also reported that Kim Galland began working out of the Clackamas County office this week; that there is a lot of interest in easement projects, including one in Molalla with significant cultural resources; that NRCS must have a local work group meeting in January or February 2015; and that January 16, 2015 is the first cut-off period for applications for the Environmental Quality Incentives Program (EQIP).
- E. Staff Rains thanked the board for approving the watershed council support grants. She will begin work on the farmers market support grants next month.
- F. Manager Salzer noted that he has undertaken preliminary discussions with four local watershed councils about developing memoranda of understanding with the District. He also shared that the NRCS Agricultural Land Easements (ALE) program is not limited to working lands, but includes lands with archeological significance as well. Additionally, he reported that he sent a note to the National Association of Conservation Districts regarding disparity in financial assistance to District cooperators. He observed that the traditional cost-share system may inadvertently support inequity where the "haves" receive support while the "have nots" do not. The focus needs to be on natural resource issues.
- G. Staff Kilders shared that she would be meeting with a reporter from the Oregonian for an article on the District's agricultural windsock program to reduce pesticide drift. She also reminded the Board that the Special Districts Association of Oregon (SDAO) annual conference would be held in Eugene on February 6-8, 2015. The agenda for the conference and registration information should be available by the first of December.
- H. Staff McQueeney reported that she had submitted a safety and security matching grant application to Special Districts Association of Oregon. She also noted that she had an opportunity to work with Erik Carr on two of his urban conservation projects before his departure and that she was looking forward to helping bring these projects to completion.

ADJOURN and NEXT MEETING

The District Annual Meeting will be held on Tuesday, December 16, 2014 at 3:30 p.m. at the District office. It will be preceded by light refreshments and an opportunity to socialize with staff at 3:00 p.m.

The next Regular Board Meeting will be held on Tuesday, December 16, 2014 at 4:00 p.m. at the District office.

There being no further business, Chair Oberg adjourned the meeting at 5:42 p.m.

Respectfully submitted,



Cathy McQueeney

Voucher Approval List 11/18/2014

VENDOR NAME:	MEMO:	Check No.	DATE:	AMOUNT PAID:
--------------	-------	-----------	-------	--------------

Recurring Expenses Authorized for Payment by Resolution 2014-002:

Clackamas County Department of Finance	November Benefits	5897	11/1/2014	\$ 17,298.17
Comcast	DSL for District monthly Network Service	5898	11/1/2014	\$ 134.85
Integra Telecom	Payment for District's monthly Telephone Service	5899	11/1/2014	\$ 657.19
Pacific Office Automation	Copier Lease	5900	11/1/2014	\$ 264.79
PGE	September Electricity at Farm	5901	11/1/2014	\$ 66.70
Sonitrol	Security Monitoring	5902	11/1/2014	\$ 153.00
Toyota Financial Services	Monthly Lease for 2014 Toyota Prius	5903	11/1/2014	\$ 205.41
Verizon Wireless	Monthly Internet Service for I pads Roaming Service	5904	11/1/2014	\$ 160.04
Wells Fargo Mortgage	Beavercreek Farm Mortgage Payment	EFT	11/6/2014	\$ 3,364.61
	Total			\$ 22,304.76

Additional Payments Authorized by Board

Board Approved Expenses:

BCT	Monthly Telephone and Broadband service at the Farm.	5905	11/18/2014	\$ 129.31
C. Klock	Agroforestry Conference Registration & Hotel; Mileage Reimbursement	5906	11/18/2014	\$ 296.91
CF	Expense Reimbursement (CF #45)	5907	11/18/2014	\$ 88.21
VOID	VOID Check	5908	11/18/2014	\$ -
Crystal Greens Landscape, Inc.	Landscape Maintenance at Farm	5909	11/18/2014	\$ 515.00
Donald Guttridge	November Board Expenses	5910	11/18/2014	\$ 44.03
Erik Carr	September Expense Reimbursement	5911	11/18/2014	\$ 16.58
Government Financial Officers Association	Government Accounting Conference - December - M Lloyd	5912	11/18/2014	\$ 855.00
H2Oregon	Bottled Water for Board Room	5913	11/18/2014	\$ 34.00
CF	DOG Recipient	5914	11/18/2014	\$ 5,936.08
Jeff Becker	DOG 1315-004	5915	11/18/2014	\$ 176.20
Jeffrey Nelson	October AFT Conference Expense Reimb	5916	11/18/2014	\$ 2,596.56
Joan Zuber	Contracted Services - Repairs to Rental Equip, Farm & Chevy Truck	5917	11/18/2014	\$ 463.50
MODOC Investments	October Board Expenses & AFT Conference Exp	5918	11/18/2014	\$ 6,786.82
Oregon City Garbage Co., Inc.	December Rent	5919	11/18/2014	\$ 25.60
ODA	Monthly Garbage Service at the Farm	5920	11/18/2014	\$ 600.00
PGE	Registration for Interagency Noxious Weed Symposium - 4 employees	5921	11/18/2014	\$ 109.54
Pitney Bowes Global Financial Services	Monthly Electricity at the Farm	5922	11/18/2014	\$ 140.22
The Gold Wrench	Ink Cartridges	5923	11/18/2014	\$ 1,227.00
	Light Bar installed on F-150			

Voya - Oregon Savings Growth Plan (ING)
Voyager Fleet Systems, Inc.
Wells Fargo

November 5 PR Employer & Employee 457b Contributions
Fuel for District Vehicles
Various Expenses; (OACD Conference, Staff Trainings)

11/18/2014 \$ 7,994.03
11/18/2014 \$ 647.02
11/18/2014 \$ 5,801.30

5924
5925
5926

Board Approved Total \$ 34,482.91
Total Month's Payments \$ 56,787.67

CF - Conservation Fund \$5,936.08
CF:FY2014-2015 YTD Cash Expenditure Total \$151,268.63

Approved By Board:

Board Chair 
Secretary 
Board Treasurer 