



CLACKAMAS COUNTY

Soil and Water Conservation District

Approved January 20, 2015

Clackamas County SWCD Board Meeting Minutes for December 16, 2014

Present:

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

Associate Director: Jim Toops

Staff: Jeremy Baker, Lisa Kilders, Clair Klock, Marlene Lloyd, Cathy McQueeney, Tom Salzer

Partners: Kris Homma

Guests: Susan Hansen, Jim Johnson, Dave Morgan, Mike Weinberg

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

Chair Oberg called the meeting to order with a quorum present at 4:02 p.m. on Tuesday, December 16, 2014 in the Clackamas County SWCD conference room at 221 Molalla Ave., Suite 102 in Oregon City.

Guest Susan Hansen expressed excitement and appreciation for the District's new Working Lands Program.

The agenda was accepted without revision.

2 – MINUTES AND OLD BUSINESS

- A. Minutes from the November 18, 2014 regular board meeting were presented.

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

3 – MONTHLY FINANCIALS

- A. Staff Lloyd reviewed the November monthly financials. All accounts balanced to the penny. She noted that the accounts receivable balance of \$8,550.67 represents the Cascade Pacific Resource Conservation and Development portion of the funds for the Cooperative Weed Management Agency (CWMA) program that the District is administrating in-house. Additional CWMA funds of \$7,256.64 were transferred to the District from prior program administrator East Multnomah Soil and Water Conservation District. She also noted that the District received property tax revenue totaling \$1,309,167.13 during November. This represents the bulk of property tax revenues the District will receive from the County this fiscal year.

Directors Fantz/Nelson moved/seconded to approve the financial reports as presented. Motion carried unanimously.

- B. Staff Lloyd presented the December voucher list for approval. December vouchers totaled \$160,326.99 on check numbers 5927 through 5993. Unusual expenses for the month include Partner Support Grant checks to eight watershed councils for a total of \$70,000 and check #5978 to Pacific Office Furnishings for \$4,265.41 for work station reconfigurations.

Directors Nelson/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. Manager Salzer reported that changes to the adopted budget suggested by the District auditor may not require a public hearing. More information will be presented on this topic at the January board meeting.
- B. Manager Salzer noted that budget committee members need to be appointed. The District is required to have one public member on the budget committee for every board member on the committee for a total of fourteen committee members. The budget committee will convene in March.

5 – PROJECTS, PROGRAMS, SPECIAL ACTIONS

- A. Staff Baker reported on a large Concentrated Animal Feeding Operation (CAFO) near Wilsonville. The landowner is exploring the installation of a covered manure storage and aerated composting facility to eliminate the potential for nutrient and bacteria run off. This property drains towards a waterway which is an un-named tributary to the Willamette River. Director Lee expressed interest in having the landowner come and discuss the project with the Board at a future meeting.
- B. Staff Baker shared irrigation water management results with the Board. These figures were requested at a previous meeting and demonstrate significant water savings as a result of monitoring soil moisture and using enhanced water delivery through a drip irrigation system.

6 – MANAGEMENT, BOARD

- A. Chair Oberg administered the oath of office for the District's new and re-elected directors: Jeff Becker, Roger Fantz, Don Guttridge, Jesse Nelson, and Joan Zuber. The District received approval from the Oregon Department of Agriculture to administer the oaths at the December board meeting. They will take effect on January 1, 2015.
- B. Jim Johnson, a Clackamas County resident and Oregon Department of Agriculture Land Use & Water Planning Coordinator, was appointed as a new associate director by the Board. Associate Director Johnson has met all of the District's requirements to become an associate director as outlined in the District bylaws.
Directors Lee/Guttridge moved/seconded to appoint Jim Johnson as an associate director. Motion carried unanimously.
- C. Manager Salzer distributed two soils capability maps for Clackamas County. It was observed that many local municipalities have built on the county's best soils (Class 1), but there is a large amount of high quality Class 2 soils still undeveloped. Oregon laws protect agricultural lands to some extent, but

the general consensus is that if land is not designated as Exclusive Farm Use (EFU), then it is poised to be developed. Staff Klock noted that the use of conservation easements would be one way to protect these remaining quality agricultural properties that are not zoned EFU.

8 – PROPERTIES & PLANNING

A. Manager Salzer reported on three properties that might work as initial sites for the Working Lands Program and conservation easements:

- A four-acre property in Milwaukie – A former dairy, this property now appears to be dominated by wetland habitat surrounded on all sides by development. Even if the District ultimately decides against moving forward with this property, the District could have a role in bringing together other parties who might be interested in this parcel.
- A 220-acre property on Trout Creek south of Molalla – A pristine, heavily wooded area with high quality habitat, this property is of interest to Oregon Department of Fish and Wildlife (ODF&W) and Columbia Land Trust, with whom the District could partner.
- The District’s own Beavercreek Farm – The Board discussed placing an easement on one or more of the fields at this property and experiencing the process from both perspectives.

B. NRCS partner Kris Homma reported on an additional property under consideration for a conservation easement near Molalla. This is a 20-acre cultural resource parcel that has an existing ODF&W wildlife habitat plan, heritage tree, oak habitat, well-documented plant inventory, and significant collection of Native American artifacts. General Manager Salzer noted that this project is brought forward to demonstrate the diversity of properties that can be considered for conservation easements and to emphasize the need for the District to develop a plan for how to proceed.

C. Manager Salzer reviewed a conceptual ranking matrix for land protection. This tool outlines main factors the District might look at when considering farmland for conversation easements. Associate Director Johnson noted that land under threat might be weighted more and Director Lee noted the value of properties that would be appropriate for beginning farmers.

9 – COMMITTEE, PARTNER, DIRECTOR REPORTS

A. Associate Director Toops thanked the Board and staff for their hard work.

B. Director Becker expressed his enthusiasm at Jim Johnson’s decision to join the District as an Associate Director. He also thanked Staff Kilders for her excellent article in the Oregonian about the District’s agricultural windsock program to reduce pesticide drift and the positive exposure it provided.

C. Director Lee expressed a desire to set aside a significant block of time for the Working Lands Committee to meet and develop a strategy to bring forward to the Board.

D. Director Fantz noted that he had a successful Christmas tree season.

E. Staff Klock thanked Jim Johnson for joining the District as an Associate Director.

F. Guest Dave Morgan, a former U.S. geological hydrologist and small pure-bred cattle operator, noted that he is a big fan of the District, even more so after this board meeting.

- G. Guest Weinberg shared that he felt like “a proud father” after hearing the annual meeting report, noting that the District has achieved a high level of accomplishment since his initial involvement in 1997.
- H. Staff McQueeney reported that she was experiencing a high level of satisfaction in finishing up a few of the school outreach and pollinator garden projects started by recently departed staff member Erik Carr.
- I. Associate Director Johnson thanked the Board for considering him for his new role with the District, and shared that General Manager Salzer did a great job in talking with the Oregon Board of Agriculture about the District’s long-term strategy and philosophy regarding conservation easements. He observed that the District is a leader in Oregon, and suggested that it should be more involved at a policy level on issues that affect farms and forestland in Oregon.
- J. NRCS partner Kris Homma reported that a three-county local work group meeting will be held at Clean Water Services in Hillsboro on Tuesday, January 27, 2015.
- K. Manager Salzer suggested that the District transition from a reactive strategy of operation to one that is more proactive by widely sharing and promoting District goals. He also shared that he is developing formal Memoranda of Understanding between the District and several other agencies.
- L. Staff Kilders reported that the North Willamette Horticulture Society Meeting will be held on January 13, 14, and 15, 2015. Board members and staff interested in attending this event should contact her so they can be registered. She also shared that the annual Northwest Agriculture Show will be held on January, 27, 28, and 29, 2015; that a nursery pesticide reduction workshop with the Integrated Plant Protection Center will be held on February 3, 2015; and that the annual Special Districts Association of Oregon annual conference will be held on February 6, 7, and 8, 2015. Additionally, she noted that the scholarship committee was short a member and without a chair. Chair Oberg appointed Director Becker to this position.

ADJOURN and NEXT MEETING

The next Regular Board Meeting will be held on Tuesday, January 20, 2015 at 4:00 p.m. at the District office.

There being no further business, Chair Oberg adjourned the meeting at 5:56 p.m.

Respectfully submitted,



Cathy McQueeney

Voucher Approval List 01/20/2015

VENDOR NAME:	MEMO:	Check No.	DATE:	AMOUNT PAID:
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Recurring Expenses Authorized for Payment by Resolution 2014-002:

Clackamas County Department of Finance	January Benefits	5994	1/6/2015	\$ 15,513.78
Comcast	DSL for District monthly Network Service	5995	1/6/2015	\$ 134.85
Integra Telecom	Payment for District's monthly Telephone Service	5996	1/6/2015	\$ 649.99
Pacific Office Automation	Copier Lease	5997	1/6/2015	\$ 189.44
Sonitrol	Security Monitoring	5998	1/6/2015	\$ 153.00
Toyota Financial Services	Monthly Lease for 2014 Toyota Prius	5999	1/6/2015	\$ 205.41
Verizon Wireless	Monthly Internet Service for Ipad's Roaming Service	6000	1/6/2015	\$ 160.04
Voya - Oregon Savings Growth Plan (ING)	January 5 PR Employer & Employee 457b Contributions	6001	1/6/2015	\$ 7,455.49
Wells Fargo Mortgage	Beavercreek Farm Mortgage Payment	EFT	1/6/2015	\$ 3,364.61
	Subtotal			\$ 27,826.61

Additional Payments Authorized by Board

Board Approved Expenses:

CF 3J Consulting, Inc.	NRCS-Secure No Rise Certificate-Engineering-Streambank Repair Proj	6002	1/20/2015	\$ 229.25
Abe's Royal Cleaners	Cleaning of WeedWise Staff clothing exposed to pesticides at work.	6003	1/20/2015	\$ 24.90
BCT	Monthly Telephone and Broadband service at the Farm.	6004	1/20/2015	\$ 122.58
Boring Damascus Grange	Pesticide Workshop Feb 3 Room Rental	6005	1/20/2015	\$ 175.00
Brenda Thrasher	Food For Life 2015 Farmer Fair Table Fee	6006	1/20/2015	\$ 25.00
Buel's Impressions Printing	Printing	6007	1/20/2015	\$ 58.50
C Klock	November ARCOSA Conference Exp Reimb; December Mileage Reimb	6008	1/20/2015	\$ 806.23
Cathy McQueeney	December Expense Reimbursement	6009	1/20/2015	\$ 34.23
CF Community By Design	Our Table Farm project with SEP Funds	6010	1/20/2015	\$ 1,138.00
Community Newspapers	Estacada News 1-year subscription	6011	1/20/2015	\$ 28.00
Crystal Greens Landscape, Inc.	Monthly Landscape Maintenance at Farm	6012	1/20/2015	\$ 395.00
CF Echo Valley Natives	URB 1416-001; URB 1416-002; URB 1416-003	6013	1/20/2015	\$ 989.37
Eileen Eakins	December Legal Services	6014	1/20/2015	\$ 960.00
H2Oregon	Bottled Water for Board Room	6015	1/20/2015	\$ 23.00
CF DSCG 1415-001 Recipient	DSCG 1415-001	6016	1/20/2015	\$ 958.64
Jenne Reische	Weed Symposium mileage and per diem reimbursement	6017	1/20/2015	\$ 224.99
Jeremy Baker	December Mileage Expense Reimbursement	6018	1/20/2015	\$ 147.84
Jillian Lamont & Associates	Data Base Contract Services - CATS 2.0	6019	1/20/2015	\$ 7,232.50
Jim Toops	September Building Committee Mileage Reimb	6020	1/20/2015	\$ 16.80

Joan Zuber	December Board Meeting Expense Reimb	6021	1/20/2015	\$	62.20
Lisa Kilders	December Mileage Expense Reimb	6022	1/20/2015	\$	29.46
Marlene Lloyd	Dec/Jan Mileage Expense Reimb	6023	1/20/2015	\$	26.33
Minuteman Press - OC	250 Postcards for Nursery Pesticide Workshop Feb 3	6024	1/20/2015	\$	56.28
MODOC Investments	February 2015 Rent and Jan & Feb Operating Expense \$246.22	6025	1/20/2015	\$	7,033.04
Oregon City Garbage Co., Inc.	Monthly Garbage Service at the Farm	6026	1/20/2015	\$	25.60
CF R Franco Restoration, Inc.	WeedWise Contract Services	6027	1/20/2015	\$	8,686.78
CF Sound Native Plants	SEP Funds: Our Table Farm project	6028	1/20/2015	\$	2,295.32
Special Districts Insurance Services	2015 General Liability, Property, and Auto Insurance	6029	1/20/2015	\$	9,012.00
Staples Advantage	Office Supplies	6030	1/20/2015	\$	121.16
State of Oregon - DEQ	2015 District General Pesticide Permit - Water Quality NPDES	6031	1/20/2015	\$	497.00
Stitch N' Embroidery	25 District Logo patches	6032	1/20/2015	\$	300.00
The Gold Wrench	Maintenance to Ford F150	6033	1/20/2015	\$	215.00
The Oregonian	8-week subscription through March 5	6034	1/20/2015	\$	40.00
Tom Salzer	Various Dec Training & Meeting Expense Reimb	6035	1/20/2015	\$	114.00
Voyager Fleet Systems, Inc.	Fuel for District Vehicles	6036	1/20/2015	\$	181.03
Wells Fargo	Director and Staff Training; Various Expenses	6037	1/20/2015	\$	5,277.16

Board Approved Total \$ 47,562.19

Total Month's Payments \$ 75,388.80

CF - Conservation Fund \$14,297.36
 CF: FY2014-2015 YTD Cash Expenditure Total \$271,643.20

Approved By Board:

Board Chair



Board Treasurer

