



Clackamas
Soil and Water Conservation District

Approved December 15, 2015

Clackamas County SWCD Board Meeting Minutes for November 17, 2015

Present:

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

Associate Directors: Jim Johnson, PK Melethil

Director Emeritus: Mike Weinberg

Staff: Tami Guttridge, Lisa Kilders, Clair Klock, Cathy McQueeney, Eann Rains, Tom Salzer

Guests: Dorothy Dahlsrud, Terry Gibson

Partners: Kris Homma

1 – CALL TO ORDER and AMEND/ACCEPT AGENDA/PUBLIC COMMENT/DIRECTOR REPORTS/MANAGER'S REPORT ON COMMITTEES

- A. Chair Becker called the meeting to order with a quorum present at 4:00 p.m. on Tuesday, November 17, 2015 in the Clackamas SWCD conference room at 221 Molalla Ave., Suite 102 in Oregon City. Two changes were made to the agenda: (1) add item 4c (action item) cost share changes and (2) add item 7D (action item) adopt resolution setting date and time of annual meeting, and then move 7D before item 7A. Changes were accepted without dissent.

B. Public Comment

A round of introductions were made.

Public comments:

- Clair Klock: citizen - Mr. Klock is highly supportive of building an office on the Beaver Creek Demonstration Farm, but would like to see the District build a two-story building to reduce the footprint, and to come as close to zero energy use as possible. This would cost more in the short-term, but he feels will have long term benefits.
- Dorothy Dahlsrud: citizen - Ms. Dahlsrud came to speak in support of the Heritage Tree designation at 314 Pleasant Avenue. She initiated the nomination of the white oak at Pleasant Avenue as a Heritage Tree. Ms. Dahlsrud recommended the tree be dedicated to the Gibson Family who owned the property. She offered to pay up to \$150.00 to have a dedication plaque made and mounted on the tree.

C. Director Reports

- Director Zuber - Went to the Oregon Association of Conservation District conference in Eugene. On Thursday, following the conference, she attended the Board of Forestry meeting. The board met to discuss buffers along stream banks. Larger buffers have been approved along small and medium streams, but not along larger river banks.
- Director Fantz - Clair Klock and Cathy Fantz will be making presentations in Portland at the Science to Policy Summit for Famers, Growers, and Foresters hosted by the Lower Columbia Estuary Partnership.

D. Manager's Report on Committees

- Beaver Creek Demonstration Farm Use Guidelines Committee: This committee met just before the last board meeting. Recommendations being considered for use of the Farm include: educational purposes, meeting, seminars, and partner meetings. Fee schedules, refundable deposits, size limitations are yet to be set. Annual review of use rules is recommended.
- Building Committee: Did not meet - a meeting is scheduled with the architect on November 24, 2015 at 2:30 p.m.
- Health and Safety Committee: This committee met November 10, 2015.
- Master Plan Evaluation Committee: Did not meet.
- Personnel Committee: Did not meet, meeting scheduled for 3:30 p.m. November 24, 2015
- Working Lands Committee: Did not meet.
- Budget Committee and Scholarship Committee: Idle

2 – MINUTES AND OLD BUSINESS

- A. Minutes from the October 20, 2015 regular meeting were presented.

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

3 – MONTHLY FINANCIALS

- A. Manager Salzer presented the October monthly financials. The financials are on track. Board would like to see loan funds separated from general operation funds next fiscal year.

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

- B. Manager Salzer presented the November voucher list for approval. November vouchers totaled \$97,549.07 on check numbers 6511 through 6559. Paid items highlighted in red in the top half of the list were approved and paid at the beginning of the month per the District's recurring payments resolution (#2015-003). Unusual expenses for the month include check #6527 to Coleman Corrals, Inc. for \$12,347.39. Manager Salzer is recommending that this check be signed but held until it can be verified that the cooperator is in compliance with the conservation practice. This cooperator is currently under an Oregon Department of Agriculture Non-Compliance order.

Directors Lee/Oberg moved/seconded to approve the November voucher list as presented and hold check # 6527 until the District can confirm that the practice is being used as intended. Motion carried unanimously.

- C. Manager Salzer noted that Conservation Fund expenditures in this month may be lower than normal because the district has already obligated our budgeted funds for grants to cooperators. Our total expenditures to date are \$168,708.94.

4 – OTHER FINANCIALS

- A. **Audit** - Staff and our bookkeeper have responded to all of auditor Richard Winkel's questions. We are planning for a presentation of the audit at the December regular meeting of the Board of Directors.
- B. **Loan indebtedness and the Conservation Fund** – Manager Salzer expressed concern that between the District's current loan from DEQ for \$250,000 for water quality improvement practices, the septic system repair loan (loan agreement being developed), and a possible request to DEQ for more funds to help fund large irrigation projects, that the District could find itself obligated for \$1,000,000.00 in long term debt.

To supplement the Conservation Fund staff is preparing an application for a large grant from the Oregon Water Resources Department that would cover five major projects. We will not know if we will receive this grant until June or July, so we may have to put a hold on some irrigation projects until we know if we will be funded.

Directors discussed having loan payments from cooperators go into a fund for repayment of the DEQ loan and that loan dollars be tracked separately from the Conservation Fund. There is a separate bank account at Citizens bank to which loan payments are posted, and the separation of funds on the financials will have to wait until the next budget cycle. This topic will be discussed at future meetings as there is no action required today.

- C. **Conservation Fund Cost Share** - Added agenda item - At the special meeting on November 17, 2015 Directors discussed reducing the current cost-share rate to allow the District to benefit more cooperators and to offer more flexibility to the District.

Directors Fantz/Guttridge moved/seconded - that Conservation Fund projects of over \$2500.00 (excluding the Weed Wise Program) starting with the 2016-2017 budget will use a 50% cost share as a general rule for their implementation, any exceptions will require board approval. Motion carried unanimously.

GUEST SPEAKERS

Terry Gibson – North Clackamas Urban Watersheds Council (NCUWC) – Gave a brief presentation on the Council's new strategic plan. He thanked the district for the grant funds provided and discussed current projects and committees.

5– PROJECTS, PROGRAMS, SPECIAL ACTIONS

- A. **Creek Care Funding Request** – Daniel Newberry and Noah Jenkins with Johnson Creek Watershed Council (JCWC) spoke with the Board last month regarding funding for their CreekCare riparian restoration program. JCWC requested \$10,000.00 from the District to help maintain momentum in this program while they simultaneously continue to seek additional program support. Manager Salzer

recommended the District supports the CreekCare program subject to funds being available, but let JCWC know that this may mean less administrative support in the next funding cycle.

Directors Fantz/Guttridge moved/seconded to provide funding to CreekCare subject to available funding. Motion passed unanimously.

- B. Department of Environmental Quality Septic System Repair Loan** – Staff Rains informed the Board that the District is close to completing the necessary grant agreement paperwork for the Department of Environmental Quality (DEQ) Loan to replacement or repair failed/failing septic systems in the Clackamas River watershed. The loan funds would be dedicated to septic repairs and replacements, and would provide for 15 to 20 systems. Clackamas County will be the delegated authority. This is a pilot project and the loan request is for \$250,000.00. Repayment would begin 6 months after the District receives the final draw. A public hearing will be necessary for approval.
- C. Irrigation project extending into Multnomah County** - Manager Salzer thanked Director Lee for information regarding an Oregon Water Resources Department (OWRD) grant. One project that will be included in the District's application to the OWRD grant is a commercial nursery that has an irrigation well inside Clackamas County, with a distribution system in Multnomah County. This presents a unique situation as The District is only authorized to perform work on land inside our District boundary. After consulting with the District's attorney Manager Salzer determined that we could accomplish our goal of helping this cooperator by entering into an Inter-Governmental Agreement (IGA) with East Multnomah Soil and Water Conservation District (EMSWCD). As water from the irrigation on this nursery flows directly back into Clackamas County this is worthwhile water quality project. Directors will be provided further information as this project moves forward.

6 – PERSONNEL

- A. No topics at this time.

7 – BOARD/MANAGEMENT

Revised agenda - Resolution for Annual meeting (item 7D), moved to be discussed after action item 7A.

- D. Adoption of *Resolution 2015-009* for Annual Board Meeting** - Directors discussed when to hold the required annual meeting.

Director Fantz/Oberg moved/seconded to hold the required Annual meeting at 9:30 during the regular board meeting and approved Chair Becker to sign resolution # 2015-009. Motion carried unanimously.

- A. Board meeting time for winter** – This topic was tabled at the October Board meeting. Director Zuber requested that we have an earlier start time for the months of December and January; she suggested 1:00 p.m. Chair Becker said that would not work for him. A suggestion was made to adopt a 9:00 a.m. start time for the December and January meetings and revert to the 4:00 p.m. start in February unless otherwise changed.

Directors Zuber/Lee moved/seconded to change the starting time for Board of Director regular meetings of the Board of Directors in December 2015 and January 2016 to 9:00 a.m. Motion carried unanimously.

- B. Oregon Association of Conservation Districts/Network of Oregon Watershed Councils Meeting** - Manager Salzer felt the conference was well done.

Director Lee gave much credit to Staff Jason Faucera for helping to organize and run the conference.

Director Becker noted that Staff Jason Faucera was an articulate calming influence on the meeting, always stepping in to make things run smoothly.

Director Zuber found the tours to be worthwhile.

Director Guttridge stated that the content was very good, but communications prior to the meeting could have been much better.

Communication was discussed. Manager Salzer put forth a suggestion that Board members and districts need to connect with each other and make sure that OACD knows what the districts are looking for; perhaps members of the Clackamas Board could call and speak with members of other districts. Communication is lacking on both sides. The Network was better informed about the conference. If funding for smaller districts is an issue, possible solutions need to be explored.

- C. **Manager's Report** - Manager Salzer had no report as all other topics are already on the agenda at this time. Staff Kilders reminded Directors that the Special Districts Association of Oregon's (SDAO) annual conference is coming up in February. Dates are February 3rd to 7th. Please let her know if you are going so that we can get the special room rate (\$102.00). The conference will be at Sunriver.

8 – PROPERTIES & PLANNING

- A. **Resolution # 2015-008 to designate Pleasant Avenue Heritage Tree** - The District's application to have the Oregon white oak tree on the Pleasant Avenue property designated as an "Oregon City Heritage Tree" has been accepted. All that remains is to attach a restrictive covenant to our property deed. Since this is a change to a piece of real property owned by the District, only the chair can sign for the District. Resolution # 2015-008 is to approve Chair Becker to sign the covenant.

Directors Fantz/Nelson moved/seconded to approve Resolution # 2015-008 and have Chair Becker sign the resolution and covenant. Motion carried unanimously.

- B. **Conceptual design of office/meeting facility** - Manager Salzer spoke with the architect, and after meeting with the Board and staff there have been a few design changes. The Board will be meeting with Alan Costic on November 24, 2015, at 2:30 p.m., he will have a more detailed building plan, a site plan, and elevation drawings for the Boards review.
- C. **Trout Creek wildlife project** - We have the go ahead from the family who owns the Trout Creek property, to proceed with the grant application, but the scope has changed. The District has currently negotiated a fairly simple division of the property: the current owner will retain ownership of all land east of South Dickey Prairie Road and the District will apply to acquire the land west of the road. There is one exception, and that is the short stretch of developed land where Trout Creek enters the Molalla River; that land from the road to the river would remain with the family. This dramatically changes the nature of our application, because instead of focusing on the positive impacts on the Trout Creek fishery, the focus will be on preserving the forest and protecting the main stem of the Molalla River and the scenic corridor area.

Staff Nicole Ahr is working on this application. We will be getting consultants out on the ground to develop information we need to help make the application more competitive.

- D. **Pudding River Farm Project** - Manager Salzer met with a representative from the Confederated Tribes of Warm Springs and the consultant who is representing the land owner. The Confederated Tribes are very interested in partnering with the District on the project due to the substantial native wapato beds and the great habitat restoration opportunities on the property. The current land owner would like to sell this property, but continue to farm it, and mentor a new farmer or possibly a veteran.

Manager Salzer would like conceptual approval from the board to proceed with an application to acquire the property. With that non-binding support, the tribal representative will seek support from the Warm Springs confederation along with two other tribal confederations. That level of cooperation will go a long way to having a successful application. This application for funding will be with the Willamette Wildlife Mitigation Fund. Our goal is to preserve and restore habitat, support the preservation of farmland and good farming practices; build coalitions; and mentor new farmers.

Directors Zuber/Guttridge moved/seconded to authorize the Manager to go forward with an application to secure this property. Motion passed unanimously.

9 – OTHER REPORTS

- A. **Partner reports** - Kris Homma (NRCS) reported that Local Working Group Meeting will be scheduled at the end of January, possibly January 27 or 28th here at the Clackamas office. There is a new strategy with Multnomah County involving soil health including high tunnels. There is a new movement for sustainable growth rather than organic. Please let Kris know if there are other priorities to discuss at the meeting. Some of the existing priorities are livestock fencing, water storage, irrigation systems, culvert replacements, and forestry.
- B. Director Guttridge has reviewed the manure composting plans and would like to have a meeting with staff to go over criteria and to answer questions.
- C. Director Nelson complimented Staff Kilders on the sprayer calibration workshop that one of his employees attended.
- D. Staff Kilders reported there were 26 attendees at the sprayer calibration workshop and four more windsocks were distributed.
- E. Staff Klock reported that he attended a water harvesting workshop in Long Beach, CA. Good research is taking place, new equipment and kits are available.
- F. Terry Gibson- (NCUWC) announced that their annual Christmas tree sale will be December 5, 2015 at the Portland Aquarium. He also noted that the Schoolyard farm program is expanding to New Urban High School in Oak Grove next year.
- G. Associate Director Jim Johnson reported that the Coalition of Land Trusts received a grant from the Natural Resources Conservation Service (NRCS) to analyze impediments to easement acquisition on working lands. Nelly McAdams is consulting on this project. Johnson also reported that Rogue Farm Corp. received a grant from the Lazar Foundation to bring groups together to work on farm issues, such as trends, new generation producers, threats to farmland preservation. Need to bring groups together to work on strategies.

ODA has a new Cannabis Policy Coordinator, Sunny Jones. ODA will be considering issues such as cannabis in food and pesticides. Josephine and Jackson counties are going to have a marijuana summit and Johnson recommended that the District attend in case we hold a summit in our area.

The Governor's office has been reviewing working lands, ODA is not yet involved.
- H. Director Lee - The Warm Springs tribes are going into the marijuana business.
- I. Manager Salzer - Purchased a Christmas tree last year from NCUWC and donated it back. Manager Salzer encouraged others to do the same this year if they did not need the tree for their own use.

ADJOURN and NEXT MEETING

A Special Board Meeting will be held on Tuesday November 24, 2015 at 2:30 p.m.

The next Regular Board Meeting will be held Tuesday, December 15, 2015 at 9:00 a.m.

The Annual Meeting will be held Tuesday, December 15, 2015 at 9:30 a.m. during the Regular Board Meeting.

There being no further business, Chair Becker adjourned the meeting at 5:58 p.m.

Respectfully submitted,


Tami L. Guttridge

Voucher Approval List 11/13/15

VENDOR NAME:	MEMO:	Check No.	DATE:	AMOUNT PAID:
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Recurring Expenses Authorized for Payment by Resolution 2015-003:

221 Molalla, Norris & Stevens, Inc.	October Lease \$6,786.82 and Operating Exp \$123.11	6511	11/4/2015	\$ 6,909.93
BCT	Monthly Phone Services at Farm	6512	11/4/2015	\$ 121.42
Comcast	Monthly Internet Services for District Office	6513	11/4/2015	\$ 142.85
Integra Telecom	Monthly Phone and Internet at District Office	6514	11/4/2015	\$ 665.25
Oregon City Garbage Co., Inc.	Monthly trash and recycling at Beaver Creek Farm	6515	11/4/2015	\$ 26.25
Pacific Office Automation	Monthly Photocopying charge	6516	11/4/2015	\$ 280.29
Pitney Bowes/Purchase Power	Quarterly rental fee	6517	11/4/2015	\$ 60.00
Sonitrol	Monthly Security Monitoring Services for District	6518	11/4/2015	\$ 153.00
Toyota Financial Services	Monthly Lease for Toyota Prius	6519	11/4/2015	\$ 205.41
Voyager Fleet Systems Inc	Fuel for District Vehicles	6520	11/4/2015	\$ 140.35
Verizon Wireless	Monthly Roaming Broadband for iPads	EFT	10/22/2015	\$ 160.04
Wells Fargo Mortgage	Beaver Creek Farm Mortgage Payment	EFT	11/7/2015	\$ 3,364.61
	Subtotal			\$ 12,229.40

Approved By Board:

Board Chair

Board Treasurer



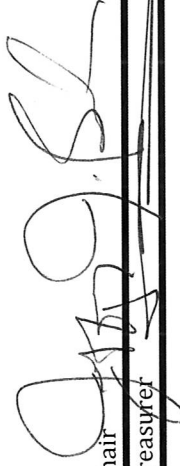
Board Approved Expenses:

CF	A&L Western Ag Labs	Soil Tests for Taylor & Moomaw	6521	10/30/2015	\$ 87.60
	AC + Co Architecture Community	Architectural services	6522	10/30/2015	\$ 4,402.81
	Bio-Med Testing Service Inc	MVR on Ahr and Eden	6523	10/30/2015	\$ 36.00
	Buells Impresions Printing	Crisp poster	6524	10/30/2015	\$ 36.00
	C. Klock	Oct Expense Reimbursement	6525	10/30/2015	\$ 496.79
	Clackamas County Finance Dept.	December premium	6526	10/30/2015	\$ 15,766.68
CF	Coleman Corrals, Inc.	SuperDOG-1415-005	6527	10/30/2015	\$ 12,347.39
	Conservation Demonstrations	Travel-Lite Rainfall Simulator	6528	10/30/2015	\$ 4,893.01
	Coulter Printing, Inc.	Presentation Folders	6529	10/30/2015	\$ 1,180.00
	Crystal Greens Landscape, Inc.	Monthly maintenance at Farm	6530	10/30/2015	\$ 395.00
CF	David Peter	DOG-1417-007	6531	10/30/2015	\$ 260.00
CF	Depave	Eastham Community Center project	6532	10/30/2015	\$ 10,000.00
	Donald Guttridge	Oct Directors Expenses and Mileage	6533	10/30/2015	\$ 88.69
	Eann Rains	Mileage and Expense Reimbursements	6534	10/30/2015	\$ 35.36

CF	East County Gazette	Nov-April Ads	6535	10/30/2015	\$	2,748.00
	Eileen Eakins, LLC	Variety of legal consultations	6536	10/30/2015	\$	1,120.00
	Forests Forever	Partner Support for Tree School	6537	10/30/2015	\$	1,000.00
CF	Friends of Trees	Hedgerow watering project	6538	10/30/2015	\$	2,080.00
CF	H&R Engineering	Yoder and Morgan Design review	6539	10/30/2015	\$	950.00
	H2Oregon	Bottled Water for office	6540	10/30/2015	\$	34.00
	Jason Faucera	Mileage and Expense Reimbursements	6541	10/30/2015	\$	219.24
	Jeffrey Nelson	Oct Hours plus Expense Reimbursement	6542	10/30/2015	\$	1,025.25
	Joan Zuber	October Directors Expenses and Mileage	6543	10/30/2015	\$	180.49
	Lisa Kilders	Mileage and Expense Reimbursements	6544	10/30/2015	\$	306.61
CF	Matthew Hartman	DOG 1418-005	6545	10/30/2015	\$	1,700.00
CF	Mt. Hood Community College	2014-WW-007(Project YESS)	6546	10/30/2015	\$	13,800.00
	Nicole Ahr	Oct Expense Reimbursement	6547	10/30/2015	\$	432.42
	Oregon City	Farm Utilities	6548	10/30/2015	\$	36.01
	Oregon DMV	Change in Title fee	6549	10/30/2015	\$	175.00
	PGE	Power at Farm	6550	10/30/2015	\$	136.68
	Powell Minuteman Press	CRISP Coil Bound Books	6551	10/30/2015	\$	717.00
	Spire Technologies, Inc.	Subscription at Office and Tech support	6552	10/30/2015	\$	350.00
	The Bookkeeping Collaborative, LLC	Oct contracted services	6553	10/30/2015	\$	1,293.75
	The Gold Wrench	Oil change and service on Dodge Dakota	6554	10/30/2015	\$	82.00
	The Oregonian	Annual Subscription Fee	6555	10/30/2015	\$	156.00
	Tom Salzer	Mileage and Expense Reimbursements	6556	10/30/2015	\$	210.00
	Tryon Creek Watershed Council	Parmer Support	6557	10/30/2015	\$	4,500.00
	VOYA-State of Oregon Plan	Oct ER & EE 457b Contributions	6558	10/30/2015	\$	7,668.31
	Wells Fargo	Various Visa charges	6559	11/13/2015	\$	6,602.98
		Board Approved Total			\$	97,549.07

CF = \$41,224.99 (this check run)
CF:FY2015-2016 YTD Expenditures \$168,708.94

Approved By Board:



Board Chair

Board Treasurer

Board Approved Total \$ 97,549.07

Total Month's Payments \$ 97,549.07