



Approved January 24, 2017

Clackamas SWCD Board Meeting Minutes for December 20, 2016

Present:

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

Associate Directors: Jackie Hammond-Williams, Jim Johnson, PK Melethil

Director Emeritus: Michael Weinberg

Staff: Tami Guttridge, Lisa Kilders, Clair Klock, Sam Leininger, Eann Rains, Tom Salzer, Nathan Tucker

Partners: Kim Galland (NRCS)

Guest: Natalie Becker (Camp Adams), Barry Sims (Trout Mtn. Forestry), Pete Postlewait, Peggy Browne

Absent: Ron Oberg (Director)

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 4:08 p.m., Tuesday, December 19, 2016 in the Clackamas SWCD conference room at 221 Molalla Ave., Suite 102 in Oregon City.

Chair Becker noted a request to move item 5A to the top of the agenda. Natalie Becker and Barry Sims met with the Working Lands Committee earlier in the afternoon and we do not wish to keep them longer. Manager Salzer asked that item 5C be removed from the agenda. This item may come back to the Board in January after further communication with the Oregon Water Enhancement Board (OWEB).

Directors Guttridge/Nelson moved/seconded to accept the revised agenda. Motion carried unanimously.

B. Public Comment

Clair Klock, as a member of the public, requested that the Clackamas Soil and Water Conservation District (CSWCD) opt out of the class action lawsuit filed by Linn County. Opting out of the lawsuit will set an example that the CSWCD believes in, and practices, long-term forest harvesting and resource planning on

a local, regional, statewide, and national basis. The District should not be in favor of taking short term gains at the expense of future generations.

The harvest being advocated by Linn County and other complainants will be a detriment to all the efforts to restore salmon and wildlife habitat and enhancement by the SWCD's and partners across the state. Mr. Klock urged board members to contact other SWCD boards and ask them to also opt out.

Introductions followed public comment.

C. Director Reports

- Director Guttridge reported that he and Manager Salzer met with the architect. The plans provided by AC & Co. have been converted to AutoCAD (Computer Aided Drafting) format and have been dimensioned. The District will have to go through the Conditional Use Permit process with Clackamas County and the architect is in the process of filling out the application. The farm survey is complete and should be delivered by the end of next week.
- Director Zuber attended the Division of State Lands meeting in Salem, December 13, 2016 regarding the sale of the Elliot State Forest. She signed up to speak along with many others. Many good ideas were put forth, and she feels that Governor Brown listened. Director Zuber also believes that CSWCD should opt out of the Linn County lawsuit. She will do some research as to where the District fits in to the suit and the Board can make a decision regarding this matter at the January board meeting.
- Director Lee reported that the Oregon Agriculture Heritage program (OAHP) draft legislative bill is supported by the House Agriculture and Natural Resources Committee. The Oregon Association of Conservation Districts (OACD) has established a "Working Lands Preservation" committee.
- A presentation about farm land succession and protecting working lands is available to be presented statewide. Lee also noted that OWEB may have some funds to contribute to the OAHP program as the governor has not included funding in the state's budget at this time.
- Associate Director Johnson reported on the State budget. He noted there are no dollars in the budget for the OAHP. The Oregon Department of Agriculture has not had its budget cut as severely as they thought might occur, although this could change. He commented that Clackamas SWCD has had a big year, and that no other district in the state has accomplished half of what Clackamas has in the past year. Associate Director Johnson encouraged the District to invite the new Oregon Department of Agriculture director Alexis Taylor to come to Clackamas County and take her on a District-sponsored tour.
- Associate Director Hammond-Williams asked, given the mission of the District to conserve resources; why the District uses a bank that invests in companies that use questionable resource practices. Manager Salzer explained that the District has been moving money out of that bank and into our Local Government Investment Pool (LGIP). He added that in the past, research had been done regarding the use of credit unions, but they did not always have the required insurance coverage, or available program resources. The Finance Committee may wish to revisit the use of credit unions as they have made changes in the past several years.

D. Manager's Report on Committees

- Health and Safety: This committee met on December 13, 2016. Matt Van Wey will be the new chairperson of this committee.

- The Working Lands committee met at 2:45 p.m. today and will have a report later in meeting.

At this time Chair Becker invited Barry Sims (Trout Mountain Forestry) and Natalie Becker (Camp Adams) to speak with the Board. Mr. Sims noted that Trout Mountain Forestry is in the process of filing an application with the Willamette Wildlife Mitigation Program (WWMP) for funding of an easement at Camp Adams. Mr. Sims and Mrs. Becker are requesting that CSWCD be the legal holder of the easement.

A portion of the funding, (\$100,000) will be set aside as an endowment to cover the costs of staff time to monitor the easement. The District and Bonneville Power Administration (BPA) would have enforcement rights on the easement, if the District was unable to enforce a violation, BPA would take over. Camp Adams is seeking a working forest easement, meant to allow for limited logging, protection of wildlife habitat, but no development within the easement and no mining.

The Working Lands committee recommended to Manager Salzer that the District sign on as the easement holder for the Camp Adams WWMP application. They felt this would be a good first step for CSWCD in holding an easement.

Director Lee/Zuber moved and seconded to have the Clackamas Soil and Water Conservation District be the easement holder for the Willamette Wildlife Mitigation Program Camp Adams application. Motion carried unanimously.

2 – MINUTES AND OLD BUSINESS

- A. November 19, 2016 Regular Board Meeting Minutes** – Draft minutes from the November 19, 2016 Regular Board meeting were presented. The Board Secretary has reviewed the draft minutes.

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

- B. December 13, 2016 Special Meeting Minutes** – Draft minutes from the December 13, 2016 Special Meeting were presented.

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

3 – MONTHLY FINANCIALS

- A. Review and accept financial reports** – Staff Tucker presented the November 2016 Balance Sheet. The tax revenues arrived on November 30th and the Districts total assets stand at \$3.6 million. The liabilities for the month are the normal operating costs. The District will begin paying off the DEQ loan in 2018. The District is in a strong position entering the third quarter of the year. To give the Board a clearer picture of the District's financials, Staff Tucker presented a chart showing the District's monthly expenses compared to income as if we received that income in equal amounts throughout the year.

Directors Guttridge/Lee moved and seconded to accept the financial report as presented. Motion carried unanimously.

- B. Approve expenditures** – Staff Tucker presented the December voucher list for approval. December vouchers totaled \$99,559.57 on check numbers 7213 through 7256. These check numbers are in a continuous sequence except for a break from 7252 through 7254 which were voided due to a printer misfeed. These checks have also been voided in the Positive Pay system to prevent reuse of those check numbers. Staff Tucker noted Conservation Grant Fund checks totaled \$26,710.67.

Directors Guttridge/Nelson moved/seconded to approve the December voucher list. Motion carried unanimously.

4 – OTHER FINANCIALS

- A. Watershed Council Grants** – Staff Kilders reported that the Support Grants Committee, consisting of Staff McQueeney, Staff Rains, Director Zuber, and Director Emeritus Weinberg, had met December 8, 2016 to review ten grant applications the District received from watershed councils. One watershed council failed to comply with the application requirements and the committee recommends no funding for that applicant this year. All other watershed councils were recommended for funding by the committee. The budget for watershed council support grants was \$100,000. The committee recommended a total of \$95,000 be awarded to nine watershed councils.

Directors Guttridge/Fantz moved/seconded to approve the watershed council support grant awards as presented, and authorize staff to include the disbursements in the first-of-the-month check run in January 2017. Motion carried unanimously.

- B. Scholarships - number and amount** – Staff Kilders asked the Board for direction on scholarships to be offered in 2017. Staff Kilders reported that the current budget contains \$4,000 for scholarships. Director Guttridge recommended the District offer three \$1,500 scholarships to help out more students. Director Fantz would like to budget for three \$2,000 scholarships next year. Director Lee did not want to give smaller scholarships as it might impact the number of applications that the District receives. Last year the District received ten applications.

Director Guttridge/Fantz moved/seconded to award three \$1,500 scholarships in 2017. Motion passed as follows: in favor, Directors Becker, Fantz, Guttridge, Nelson, Zuber; opposed: Director Lee.

- C. Equipment Rental Program rates for 2017** – Staff Rains presented the 2016 rental rates to the Board and recommended that these rental rates be kept for the coming year. She noted that the Tye no-till drill was the most used piece of equipment. The Board asked if the rental rates were covering the cost of maintenance and if the program made money. Director Guttridge noted that the program was beneficial to the District as it promotes conservation practices. Staff Rains felt the rates were covering the maintenance. Director Nelson thought the rates were too low on the Tye drill.

Directors Lee/Nelson moved/seconded to raise the rental rates of the Tye no-till drill by \$50.00 and keep all other equipment at the 2016 rates for calendar year 2017. Motion passed unanimously.

- D. Septic system repair loan program** – Staff Rains reported that good progress was being made on the agreement. She was able to confirm that the Davis-Bacon Act would not apply to this funding. The District will be issuing a Request for Qualifications (RFQ) to develop a list of contractors to repair/replace failing septic systems in the target area of the Clackamas River Watershed. Home owners who wish to apply for a repair loan will be provided with the list of contractors who have met the required pre-qualifications. The District will be paying contractors directly. The District will send a direct mailing to homeowners in the watershed located in areas identified as high risk for septic system failure due to the general age of systems.

5 – PROJECTS, PROGRAMS, SPECIAL ACTIONS

- A. Pudding River Farm acquisition** – Peggy Browne requested that the Board approve the District to develop a Willamette Wildlife Mitigation Program (WWMP) application this year to acquire the Pudding

River farm. The Working Lands Committee reviewed this proposal in their meeting earlier in the day. The committee recommended to Manager Salzer that other partners such as the Warm Springs Tribes participate in this project and noted that the District's staff is currently fully engaged in other projects. Ms. Browne inquired if the District had contacted the Siletz tribes regarding partnering on this acquisition. Director Guttridge noted that the time frame was short (the WWMP application is due in March) and staff are very busy. The Board asked Manager Salzer to research partners for this project and to bring it back to the Board in January for a decision about working towards this acquisition in the current funding cycle.

6 – PERSONNEL

A. General Managers Review – Chair Becker explained to the Board that a review committee, consisting of Director Nelson, Director Zuber, and himself, had met with Manager Salzer by phone on Friday December 16 to conduct Manager Salzer's annual review. It was noted that it has been a very busy year for Manager Salzer and the District. The following are some of the projects Manager Salzer is working on or has completed this year:

- Protection of the Oregon oak tree on the Pleasant Avenue Property
- Sale of the Pleasant Avenue property at a profit for the District
- Paid off the Beaver Creek Farm loan
- Assignment of new program managers- Jason, Lisa, and Sam to spread out some of the day-to-day operations of the District and increase the District's capacity.
- Hiring of new staff
- Award of the Willamette Wildlife Mitigation Program grant to acquire the Molalla River property
- Development of plans for the new Conservation Resource Center
- Receipt of a clear clean audit

The Board appreciates Manager Salzer's continuing hard work, even when faced with outside challenges. Director Guttridge noted that the Clackamas District is, if not the leading district in the state, certainly near the top, and well thought of due to the work of Manager Salzer. Director Guttridge noted Manager Salzer is a source of information to OACD and to other districts. He keeps this Board better informed than other boards in the state. Chair Becker noted that Manager Salzer is comfortable with his salary. The committee did not have 100 percent agreement on a bonus or salary increase and brings it to the Board for a decision. Director Zuber noted Manager Salzer received a cost-of-living adjustment.

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

7 – BOARD/MANAGEMENT

- A. Oath of office for new director** – Oregon Department Agriculture has not yet certified the elections and has informed the District that the oath of office may not be administered before January 1, 2017.
- B. Director Training** – Staff Kilders reported that ODA will be holding director training January 11, 2017 from 9:45 a.m. to 2:00 p.m. in Hillsboro. She asked that directors let her know if they would like to attend.

- C. **SDAO Conference** – Staff Kilders reminded the Board that the Special Districts Association of Oregon conference will be in Portland this year. Directors Fantz and Zuber will be attending. Please let Staff Guttridge know if you wish to attend.
- D. **Manager's Report** – Manager Salzer proposed that the District develop and publish an on-line survey about natural resource issues and concerns in Clackamas County. He would like the survey to run for two months. The results may help inform the development of the budget and annual work plan for the next fiscal year.

Manager Salzer wishes to develop a letter to send to local and state elected officials describing in general terms the benefits that Clackamas SWCD brings to natural resources and our constituents. Included with the letter will be a printed copy of the 2015-2016 annual report.

8 - PROPERTIES & PLANNING

- A. **Conservation Resource Center Project** – Director Guttridge was asked if the conditional use permit was in process. He responded that the architect is working on it, and that it could take as long as six months for the County to make a decision. Associate Director Johnson asked to review the permit before it is submitted. Manager Salzer was asked if the Hamlet of Beavercreek supported the Conservation Resource Center. He reported that such support is informal at this time. The District would like Hamlet support for the project. The District would also like to keep the tree-lined drive and the century old barn.
- B. **Molalla Forest River Corridor Project (update)** – Manager Salzer informed the Board that the appraiser has the Yellow Book appraisal nearly completed, and will be working on the appraisal of the rest of the property for the owners per the Districts agreement with them. The survey is close to being done, and the project is below the 10 percent variable as required by the Willamette Wildlife Mitigation Program application.

9 – OTHER REPORTS

- A. **Partner reports** – Kim Galland (NRCS) reported that she will be working with the Local Work Group for NRCS on January 19, 2017 and is looking for input from agricultural producers, conservation organizations, and state/federal agencies regarding Farm Bill conservation priorities for Multnomah and Clackamas Counties. Kim also reported that the Rowan's (owners of the Molalla Forest property involved in the Willamette Wildlife Mitigation Program project recently approved by the BPA) may be in contact with the Pinchot Institute for Conservation. They are interested in seeing if their remaining property will qualify for carbon savings.
- B. **Public and Director Comments**
 - Director Guttridge noted that the Ag show is coming up at the end of January. Staff Kilders confirmed that the dates are January 24th to 26th, the District has a booth, and will be staffing it along with other partners.
 - Director Zuber noted the counties that are part of the lawsuit filed by Linn County have state forest lands.
 - Director Nelson informed the Board he will not attend the meeting in January; as he has a trade show in Columbus, Ohio.

- Director Lee reminded the Board that the CONNECT/OACD conference will be in Pendleton in May 2017.
- Staff Tucker is working on the budget process, and attended a budget construction workshop.
- Associate Director Melethil reported that he has read over the Environmental Protection Agency's climate change indicator report. He would also like to see more outreach to young people.
- Associate Director Johnson reported that the Rogue Farm Corp is offering presentations on farm succession. Does the District want to sponsor a presentation, or invite them to present to the Board? Director Johnson also informed the board he would be presenting at CONNECT this year.
- Staff Leininger reported that he had been working with new employee Lindsey Karr this week to get her up to speed. She will be introduced to the Clackamas River Invasive Species Partnership at their meeting at the District office on Thursday.
- Associate Director Hammond-Williams also wants to see more outreach, on-line and in person, targeting youth.
- Staff Guttridge presented a list of common acronyms to Board members that they may find useful. She also reminded the Board that Tree School catalogs are being mailed the week of January 16th and registration will open on-line January 23rd.
- Staff Kilders passed out a copy of the micro-invertebrate sampling report. This report will be available on-line. She reported that the North Willamette Horticulture Society meeting will be held in January. Also in January, the Sandy Local Advisory Committee (LAC) will convene their biennial review of the Sandy Ag Water Quality Plan and Rules. The Clackamas LAC will meet in March for their biennial review.
- Manager Salzer expects the January meeting to begin with a public hearing regarding the DEQ conservation loan. He noted that he is a little tired as his newest grandson Ethan Thomas was born at 1:31 a.m. today.

ADJOURN and NEXT MEETING-

A public hearing will be held Tuesday January 17, 2017 at 4:00 p.m.

The next regular Board meeting will be held Tuesday January 17, 2017 at 4:10 p.m.

There being no further business, Chair Becker adjourned the meeting at 6:08 p.m.

Respectfully submitted,



Tami L. Guttridge