



Approved October 15, 2019

Clackamas SWCD Board Meeting Minutes for September 17, 2019

PRESENT	Directors:	Jeff Becker (Chair), Roger Fantz (Treasurer), Don Guttridge (Secretary), Jan Lee, Jesse Nelson (Vice-Chair), Joan Zuber
	Associate Directors:	PK Melethil
	Directors Emeritus:	Michael Weinberg
	Staff:	Jason Faucera, Tami Guttridge, Lisa Kilders, Sam Leininger, Eann Rains, Tom Salzer, Nathan Tucker
	Partners:	Kim Galland, NRCS
	Guest:	Sally DeSipio, Gail Cordell
NOT PRESENT:		Jim Johnson, Director

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

- A. Call to order** – Chair Becker called the meeting to order with a quorum present at 4:00 p.m., September 17, 2019, in the Clackamas SWCD conference room at 221 Molalla Ave., Suite 102 in Oregon City. Chair Becker asked if there were any additions or changes to the agenda. Director Lee asked if the Board wished to review or amend OACD by-laws. The Board decided to discuss this under other reports in item g.
- B. Public Comment** – No public comment was given.
- C. Board and Partner reports**
 - Director Guttridge reported that the Oregon Association of Conservation Districts (OACD) annual meeting would be November 6 and 7, 2019, at the Eagle Crest Resort. Director Guttridge asked that the Board consider appointing him to represent the District at the annual meeting.
 - Director Lee reported that Laura Johnson from the Washington State Conservation Commission would be coming to speak at the OACD annual meeting. Lee reported that registration for the meeting would be open on Friday.

- Director Zuber reported that she had received information regarding the North Willamette Research and Extension Center (NWREC) harvest dinner. Zuber noted the event would be outdoors and she would need to dress for the weather and that there was still one ticket from the Districts sponsorship available. Associate Director Melethil expressed interest in attending, so the NWREC office was contacted immediately to meet the reservation deadline.
- Kim Galland with the National Resources Conservation Service (NRCS) reported that NRCS is currently working on a new program tool called the Conservation Desktop. She and her staff are currently training on the program and it should roll-out in January 2020. Galland reported that she is working on two late contracts for cooperators who are switching from conventional farming to organic.

Galland noted that in recent meetings with East and West Multnomah Soil and Water Conservation Districts (SWCD) that the SWCD's were encountering many questions regarding dead and dying trees. While the usual response is to refer cooperators to arborists, it was suggested that maybe some technical training would allow planners to help cooperators identify possible causes, while still referring them to arborists for confirmation.

Presentation: Chair Becker turned the floor over to Sally DeSipio and Gale Cordell to address the Board in regards to having the District work with them regarding climate change policies. DeSipio and Cordell believe that there needs to be aggressive climate plans and policies. They feel that the staff of the District would be able to facilitate targeted access to farms and farmers to bring them into the conversation on climate change. DeSipio noted that the District already works with farmers on regenerative agriculture (i.e.: cover crops, no-till, drip irrigation), all of which help with carbon storage.

Associate Director Melethil asked if the speakers would be attending the Northwest Climate summit meeting being put on by Oregon State University in October. DeSipio said she would check into it.

Chair Becker thanked DeSipio and Cordell for their time and noted that the Board may take this up at a later date and time.

- D. Manager's report on committees** – Manager Salzer reported that the Building Committee had met on August 28, 2019 and would report under item 8C.

2 – MINUTES

- A. August 20, 2019, Regular Board Meeting minutes** – Staff Guttridge presented the draft minutes from the August 20, 2019, regular Board Meeting. The minutes had been reviewed by the Board Secretary who made one minor correction.

Directors Guttridge/Nelson moved/seconded to approve the minutes as corrected. Motion carried as follows: Becker, Fantz, Guttridge, Nelson and Zuber approved, Lee abstained.

3 – FINANCIAL REPORTS

- A. Review and accept financial reports** – Staff Tucker presented the August financial reports. The Districts current asset to liability ratio is 1.2 to 1. The District received approximately \$6,000 in tax-based revenue and \$10,600 in interest for the month. Tucker gave the Board an overview of the tax-base income for the past four years.

Tucker reviewed the voucher list with the Board. Check numbers were 2355 to 2402 with no breaks or voids in the sequence. Total disbursements were \$847,393.28, of which \$159,868.42 was from the Conservation Grants Fund.

Directors Fantz/Zuber moved/seconded to accept the financial reports. Motion carried unanimously.

4 – OTHER FINANCIALS

- A. Sponsor marketing/outreach session at the Oregon Association of Conservation Districts (OACD) annual meeting** – Manager Salzer asked the Board to consider providing a \$500 grant to OACD to help sponsor a speaker at their annual meeting. Director Lee noted that OACD was asking several of the larger districts to provide money to help sponsor speakers at the meeting this year.

Directors Guttridge/Fantz moved/seconded to provide a \$500 grant to OACD to sponsor a speaker at the November Annual OACD meeting. Motion carried unanimously.

5 – PROJECTS, PROGRAMS

- A. Clear Creek tributary culvert replacement** – Staff Faucera presented slides of the project for the Board to review. The project is nearly finished and the slides showed the progression of work on the project. A nine-foot-tall arched culvert was used to replace the collapsed culvert, with a 16-foot-wide roadbed established at the crossing. The landowner is happy with the project. Staff Reische and Fenwick spoke highly of the contractor who performed the work.
- B. Oregon Department of Fish and Wildlife (ODFW) riparian and wildlife programs** – Staff Faucera reported on the work of the interns hired to review current applications for the two ODFW tax deferral plans. The interns are approximately halfway through reviewing and identifying which plans are fully functional and which plans need to be completed or monitored.

There are 129 wildlife tax program plans enrolled in the six county Lower Willamette area. Thirty-eight of those plans are in Clackamas County.

Once the program becomes open to enrollment again, the goal is to prioritize enrollment of properties that are in critical habitat areas. ODFW's Oregon Conservation Strategy would be used to identify critical habitat areas.

There is currently no database structure in place for the riparian program but the interns are hoping to pair it with the wildlife program data in a single tax incentive data structure. There are 193 riparian land tax lots currently enrolled across the state.

The soil and water conservation districts involved (Clackamas SWCD, East Multnomah SWCD, West Multnomah SWCD, and Tualatin SWCD) in funding this data cleanup have offered staff capacity to help landowners in critical habitat areas create plans for enrollment. It is ODFW's responsibility to monitor and administer the tax incentive programs. The SWCD's vision is for ODFW to have internal capacity to fully service the tax incentive programs. In order to accomplish this, ODFW may have to develop a legislative request for more funding.

- C. Molalla River Conservation Easement proposal** – Manager Salzer reported that he had met with the Oregon Department of Fish and Wildlife and the owners of the Molalla River property via phone. There are only two owners involved in this easement instead of the nine that were originally involved. It was

understood that the owners will be responsible for the cost of the survey and appraisal work, as well as the draft application for the Willamette Wildlife Mitigation grant. The District will review the application before submittal. Manager Salzer stated that he wanted to see this agreement in writing before making any final commitment. The focus of this easement is the Trout Creek tributary which provides cold water refugia for salmonids in the Molalla River. If the easement is granted, the District will hold the easement and monitor compliance. The Board requested that there be language in the easement regarding the recovery of legal fees and costs from the owners for non-compliance.

6 – PERSONNEL – No topics

7 – BOARD AND MANAGER REPORTS

- A. Resolution #2019-008 to set the annual meeting date** – Staff Kilders presented resolution #2019-008 to set the date of the District’s annual meeting for December 17, 2019, at 4:00 p.m.

Directors Guttridge/Lee moved/seconded to accept resolution # 2019-008 and set the District’s annual meeting for December 17, 2019, at 4:00 p.m. Motion carried unanimously.

B. Management reports

- Staff Leininger reported that the WeedWise crew was currently working on knotweed control, although recent rainy weather was delaying treatment.

Information addressing tansy control is scheduled for mailing. Leininger stated that there was a possibility that herbicide-resistant tansy is growing in Clackamas County. The cooperater with the suspected resistant tansy bagged seed for Leininger and the seeds have been sent to Oregon State University for testing.

Staff Karr has been working with the US Forest Service to help control invasive weeds that are encroaching on a rare native plant known as pale blue-eyed grass.

The on-going effort to control policeman’s helmet in the Sandy River Basin has led to another successful Weed Smackdown event. The Sandy River Watershed Council is focusing more time on community outreach and this is leading to the discovery of new patches of priority weeds.

The WeedWise program was recently contacted by land managers from Metro regarding several populations of false brome in powerline corridors. This has opened up conversations with the Mt. Hood National Forest working group and the Bonneville Power Administration regarding equipment sanitation when working on powerline right-of-ways. There will be further discussion regarding possible workshops with contractors about this issue.

Staff Leininger reported that he is continuing to work on contracts and agreements to fund the Clackamas River Invasive Species Partnership (CRISP) for the next four years. Leininger has a draft agreement with Metro to bring in an additional \$120,000 for the program.

- Staff Faucera reported that the planners are also working on vegetative management in their oak project planning. Some of the oak projects are nearing completion and he hopes to be able to report on them next month.
- Staff Kilders reported that the District and our partners shared a booth at the Farwest show. On the first day 144 people had stopped by the booth to view the “Soil Your Undies” display. The

following day 62 people stopped in, and 53 people viewed the display on the last day of the show.

The District tabled at the Johnson Creek Science in the Park and at the Stafford Family Fest where the native plant trailer was on display.

The District is involved in planning for the Oregon Farm-to-School event scheduled for late winter 2020.

- Manager Salzer reported that Yamhill and Polk SWCDs had partnered on a grant with the Oregon Watershed Enhancement Board for a technician to work on the Conservation Reserve Enhancement Program (CREP). The grant has ended and Polk has decided not to participate in the joint program with Yamhill. Yamhill approached the Marion and Clackamas SWCDs about joining them in applying for another grant to support a CREP technician. Marion and Clackamas have agreed and the grant application has been submitted. If the grant is awarded a technician will be housed at Clackamas. The technician's time will be split between the three districts.

Manager Salzer reported to the Board that there have only been two septic system repair loans issued using Department of Environmental Quality (DEQ) loan funds. DEQ would like to see more of the money moving for septic repair and replacements. Staff Rains noted that several people who had requested loans were outside of the program area. Rains asked if the Board would consider expanding the area to the entire county instead of just limiting it to the Clackamas River Basin. The Directors asked if DEQ had limited the area, or if this was what the District had chosen to do. Rains believed that the District chose to limit the area initially. She said she would check the agreement before proceeding if the Board voted to expand the program to cover the entire county.

Directors Lee/Guttridge moved/seconded to open the septic system repair loan program to the entire county effective immediately. Motion carried unanimously.

8 – Property and Planning

- A. 120-day notice to the property management company** – Manager Salzer presented a notice to vacate our office at 221 Molalla Ave, Suite 102 in Oregon City for Chair Becker to sign following Board approval. Salzer noted that he expected to have the current office vacated by December 31, 2019, but felt it was wise to give the District some extra time in case the completion date of the new building was delayed. Salzer suggests that the notice be dated January 31, 2020 as the last day the District will occupy the office in Oregon City.

Directors Fantz/Guttridge moved/seconded to authorize Chair Becker to sign the letter of intent to vacate 221 Molalla Ave., Suite 102 in Oregon City on January 31, 2020. Motion carried unanimously.

- B. Declare boardroom chairs surplus** – Manager Salzer noted that the chairs in the boardroom were ten years old and showing their age. Salzer asked that the Board declare the chairs surplus and approve new chairs to be ordered for the boardroom.

Directors Fantz/Guttridge moved/seconded to surplus old boardroom chairs and replace them. Motion carried unanimously.

- C. Conservation Resource Center update** – Manager Salzer presented a short slide show of the new building. Salzer noted that there is less wiggle room in the schedule as we approach completion. The

solar panel installation is due to be completed by the end of the current week. The trees that had to be removed for the storm drainage system are being cut to length for future milling for barn repairs. There is a problem with drainage in the plaza area that is being addressed. The contractor is also waiting on delivery of the exterior doors which should be delivered by Thursday, September 19, 2019. The substantial completion date has been moved from October 1 to mid-November 2019, with move-in commencing soon after.

Salzer reported that the Building Committee met on August 28, 2019 to review some cost overruns. Most of the items were beyond the control of the District, including the County's requirement to install a rock pad and exhaust system for radon gas. There was also a decision to change from Oriented Strand Board (OSB) to plywood for sheathing the exterior walls of the building. Salzer will put together a cost list for the Board to review at the October Board meeting.

- D. Eagle Creek Community Forest** – Salzer reported that legislative and conservation leaders met on Friday, September 13, 2019 to tour the Eagle Creek Community Forest. In preparation for the tour, Staff Leininger had a contract crew out the previous week to clear a mile of road access. Salzer spoke with the attendees regarding wildlife and about access to neighboring properties owned by Portland General Electric and the Bureau of Land Management. Community member David Bugni spoke about the continued riparian work to protect Suter Creek (a tributary of North Fork Eagle Creek) which provides cold water and spawning habitat for salmonids. County Commissioner Martha Schrader spoke about a mill in Estacada being re-opened to make cross-laminated timber and that they would be looking for small timber such as what we might provide by limited logging that will be done on the property.

Director Lee thanked the staff for running the tour.

9 – OTHER REPORTS

- Director Lee reported that the Oregon Association of Conservation District's (OACD) By-law Review Committee had met and that the OACD board had reviewed the recommendations. Lee noted this was the last day to submit amendments. Lee asked if the Board wished to amend item 7.1 B regarding eligibility to serve on the OACD Board. Manager Salzer recommended that staff members eligible to serve on the OACD board not be limited to district managers and administrators.

Directors Guttridge/Fantz moved/seconded to amend the proposed by-law 7.1B to read "Management staff, as designated by the candidates' conservation district board", and removes the entire last sentence of the current recommendation. Motion carried unanimously.

- Chair Becker asked for opinions concerning the presentation earlier in the meeting. Manager Salzer stated he had spoken with Ms. DeSipio and reviewed her affiliation with the Clackamas Climate Action Coalition. Ms. DeSipio does not appear to officially represent this coalition. Salzer was concerned that the coalition was supporting active protests as a way to deliver their messages to the general public. Chair Becker noted that the District does not support protests.
- Associate Director Melethil asked for permission to attend the Northwest Climate Conference in Portland during October. The cost would be approximately \$185.00. Melethil noted that he would also be attending a Clackamas River Basin Council tour.

Directors Fantz/Guttridge moved/seconded to approve Associate Director Melethil to attend the Northwest Climate Conference in Portland and pay his registration. Motion carried unanimously.

- Director Emeritus Weinberg asked permission to attend the Oregon Association of Conservation Districts (OACD) annual meeting at Eagle Crest Resort on November 6 and 7, 2019. Directors Guttridge, Zuber and Associate Director Melethil also asked for permission to attend.

Directors Fantz/Guttridge moved/seconded to approve Directors Guttridge and Zuber, Director Emeritus Weinberg, and Associate Director Melethil to attend the OACD annual meeting in November. Motion carried unanimously.

- Director Guttridge requested that he be appointed to represent the District at the OACD annual meeting.

Directors Fantz/Lee moved/seconded to approve Director Guttridge to represent the Clackamas SWCD at the OACD annual meeting. Motion carried unanimously.

- Staff Guttridge reported to the Board that the National Association of Conservation Districts annual meeting would be held in February 2020 at the Bally Resort in Las Vegas. Guttridge asked that the Board start thinking about if they wished to attend so that reservations could be made before rooms were taken.
- Director Guttridge reported that he would like to see the District continue the “Firewise workshops” in the coming year.
- Director Guttridge also reported that it might be time for the District to purchase new signs to replace old “entering the conservation district road” signs that he had seen. The old signs use the “C” conservation logo and are fading and growing moss. In the past, the County road department installed signs that the District had purchased as their schedule allowed. An example of the old sign is at Southeast Stone Road and Southeast 282nd Avenue:



- Staff Rains thanked the board for expanding the septic repair program to the entire county. Rains also noted that the Tye no-till drill is rented out for the next four weeks.

ADJOURN AND NEXT MEETING

- The next regular meeting will be on October 15, 2019, at 4:00 p.m.
- There being no further business, Chair Becker adjourned the meeting at 6:15 p.m.

Respectfully submitted,



Tami L. Guttridge
Administrative Assistant

Voucher Approval List

9/6/2019

Date	Number	Payee	Memo	Payment
9/6/2019	2355	AFLAC	Acct: LGF14 09/2019	827.52
9/6/2019	2356	Nicole Ahr	Reimbursement: Mileage 08/2019	96.19
9/6/2019	2357	Aspect Consulting LLC	CSWCD: Prof Svcs: Fulcrum 08/2019	947.00
9/6/2019	2358	Comcast Business Internet	Acct: 8778 10230 0924690 09/2019	146.85
9/6/2019	2359	Eileen G Eakins	CSWCD: Prof Svcs [Legal] 08/2019	220.00
9/6/2019	2360	Tami Guttridge	Reimbursement: Mileage 08/2019	55.66
9/6/2019	2361	Allstream	Acct: 829514 08/2019	722.41
9/6/2019	2362	Lisa Kilders	Reimbursement: Supplies 07/2019, 08/2019	56.82
9/6/2019	2363	McMenamins Kennedy School	CSWCD: Pull Together [Event Rental 1/15/20] 09/2019	2,450.00
9/6/2019	2364	Catherine McQueeney	Reimbursement: Mileage 07/2019, 08/2019	219.88
9/6/2019	2365	OC Properties, LLC	Acct: 775-102-CU RENT 09/2019	6,854.60
9/6/2019	2366	Pacific Office Automation	Acct: 900-0266949-000 07/2019	227.04
9/6/2019	2367	Premiere Global Services (PGI)	Acct: 3616841 08/2019	65.61
9/6/2019	2368	Eann Rains	Reimbursement: Mileage/Supplies 08/2019	50.68
9/6/2019	2369	Jennifer Reische	Reimbursement: Mileage 08/2019	65.89
9/6/2019	2370	Sonitrol	Acct: 01SCLA01 09/2019	160.65
9/6/2019	2371	Spire Technologies, Inc	Acct: 02208 CTERA 10/2019	360.00
9/6/2019	2372	T-MOBILE	Acct: 961602090 8/20/19	939.68
9/6/2019	2373	US Bank Voyager Fleet Systems	Acct: 86928-4679 08/2019	505.38
9/6/2019	2374	Verizon Wireless	Acct: 242017036-001 08/2019	240.06
9/6/2019	2375	VOYA Financial OSGP	CSWCD: 457b EE/ER PPE 08/31/2019	10,471.96
Subtotal:				25,683.88

9/17/2019

9/17/2019	2376	Ash Creek Forest Management, LLC	DOG-1823-4021 [WW-2019-02] Peter 08/2019	1,350.00	CGF
9/17/2019	2377	Buel's Impressions Printing	CSWCD: Handout / Signage 09/2019	49.50	
9/17/2019	2378	Cascade Environmental Group	PSC-1820-4037 Mollalla 08/2019	4,783.55	
9/17/2019	2379	Coulter Printing, Inc	CSWCD: Printing [EO] 09/2019	288.85	
9/17/2019	2380	Day Wireless Systems	Acct: 26002 07/2019-06/2020	1,632.00	
9/17/2019	2381	D Franco Contracting Inc	DOG-1821-4022 Staley/4039-Powell 08/2019	1,135.80	CGF
9/17/2019	2382	Verna Fabian	SuperDOG-1822-4032 [Cooperator Costs] 07/2019	249.35	CGF
9/17/2019	2383	Green Banks, LLC	WW-2019-02 [CG-2019-06] [LK-2019-15] 08/2019	22,006.17	CGF
9/17/2019	2384	H2Oregon	Acct: 21948 Water & RNT 08/2019	90.00	
9/17/2019	2385	J Franco Reforestation, Inc	WW-2019-07 [JC-2019-02] 07/2019	3,044.96	CGF
9/17/2019	2386	Lindsey Karr	Reimbursement: Mileage 08/2019	11.14	
9/17/2019	2387	Lisa Kilders	Reimbursement: Mileage [03/19-06/19] 07/2019	210.54	
9/17/2019	2388	Padmanabhan K Melethil	Reimbursement: Mileage [06/19] 09/2019	32.48	

9/17/2019	2389	Office Space Planners	CSWCD: Site Svcs-Space Planning [CRC] 08/2019	560.00	
9/17/2019	2390	Oregon City Garbage, Inc	Acct: 57768000 09/2019	30.20	
9/17/2019	2391	Oregon PERS	CSWCD: ER-08043 07/2019-06/2020	15.00	
9/17/2019	2392	P & C Construction	Job: 18011 [CRC] 08/2019	642,363.00	
9/17/2019	2393	Pamplin Media Group	Acct: 81177287 [West Linn Tidings] 2yr 08/2019	80.00	
9/17/2019	2394	R Franco Restoration Inc	WW-2019-11 [JC-2019-03] BVRCR 08/2019	4,393.20	CGF
9/17/2019	2395	R L Reimers Company	Job 219135 [PSC-1920-4031-RLR] 08/2019	117,125.50	CGF
9/17/2019	2396	SADA Systems, Inc	G Suite 09/2019-09/2020	4,356.00	
9/17/2019	2397	Sound Native Plants Inc	WW-2019-12 [CG-2019-04] 08/2019	6,106.25	CGF
9/17/2019	2398	Special Districts Insurance Services	CSWCD: WC 07/2019-06/2020	2,595.88	
9/17/2019	2399	The Gold Wrench	CSWCD: Battery [F150] 07/2019	275.00	
9/17/2019	2400	Waterways Consulting Inc	Acct: 18-059 [PSC-1920-4031-Wat] 08/2019	4,457.19	CGF
9/17/2019	2401	Wells Fargo	Acct: 5569-1900-0064-3073 9/06/2019	4,383.74	
9/17/2019	2402	Joan Zuber	Reimbursement: Mileage 08/2019	84.1	

Subtotal: 821,709.40

Total: \$ 847,393.28

Total Conservation Fund **159,868.42** CGF


Board Chair

 9/17/19
Board Treasurer