

**Marion Soil and Water Conservation District
BOARD MEETING
10/02/2019**

Location: Marion SWCD Conference Room
338 Hawthorne Ave. NE, Salem, OR 97301
Date: Wednesday, October 2, 2019
Time: 7:02 PM to 9:33 PM

FINAL APPROVED COPY
Recorder: Janice Calkins
Chair: Terry Hsu

ATTENDANCE:

<u>DIRECTORS</u>	<u>ASSOCIATES</u>	<u>STAFF</u>	<u>GUESTS</u>
Bielenberg, Tim	Budeau, Dave	Bishop, Brandon	Alexander, Catherine- Straub Outdoors
Hsu, Terry	Fields, Mark	Calkins, Janice	Bailey, Spike - Landlord
Koch, Rochelle	Hardy, Lee	Hamilton, Sarah	Bachelor, Les - NRCS
Krahmer, Doug		Keppinger, Jane	McCoun, Rebecca – NSWC
Olson, Darin			O'Day, Sean-MV Council of Governments
Walker, Scott			Taylor, Bill

CALL TO ORDER: Chairman Hsu called the meeting to order at 7:02 PM. Introductions made (everyone present introduced themselves).

ANNOUNCEMENTS:

Jane Keppinger informed the Board that Staff attended an awards ceremony at Oregon State University today where Leland Hardy (Associate Director) was bestowed the 2019 Diamond Pioneer Agricultural and Natural Resources Achievement award. Staff had secretly nominated Lee for the award, along with his partners and others. He was both surprised and happy to be honored. The District is most appreciative of the great work Lee has done, she said. Chair Hsu and others responded they were sorry Lee was not present at this time to be congratulated, and that this was indeed a wonderful achievement.

PRESENTATIONS:

Straub Outdoors:

Catherine Alexander, of Straub Outdoors, thanked the District for its support of Straub's 2019 Summer programs. Thanks to you, 36 children received scholarships and were able to participate in Straub's Outdoor programs. A brief video was presented. Alexander then asked if there were any questions. There were none.

Diversity, Equity, Inclusion:

Sarah Hamilton (Staff) reminded the Board that back in February of this year, while updating the District's 5-Year Strategic Plan, they had elected to include under District Operations (a new Goal, # 7.5): "To build the capacity of Board and staff to deliver diverse, equitable and inclusive services." She encourages the District to improve and expand upon the services it provides, to include all peoples of diversity. To promote justice, impartiality and fairness within the District's processes, procedures and distribution of resources.

DISCUSSION:

A discussion ensued, and it was asked if Staff were currently tracking the diverse populations it served? No tracking is currently done. Possible solutions were discussed, and all agreed it was something that would need to be addressed.

NEW DIRECTIVE:

Chair Hsu, appointed Scott Walker to have the Education Committee work with S. Hamilton to explore this area and find workable solutions for Marion SWCD.

Mid-Valley Council of Governments (MVCG) Membership:

Sean O'Day addressed the Board on behalf of the Mid-Valley Council of Governments, asking for their support and membership. He provided in-depth information about the Council's origin, its mission and goals, the services it has to offer, and how and why membership would be beneficial. Before departing, he indicated he would leave behind a few copies of the Council's periodic newsletter "The Cog" and a recent copy of its Annual Report.

PUBLIC COMMENTS:

Catherine Alexander indicated she had recently attended the Building Committee Meeting and now wished to know what the Board's decision was regarding rent versus agency support? J. Keppinger responded that now that they understood what specific space was desired by Straub Outdoors, they would be able to come up with some figures and she would get back to Catherine shortly.

AGENDA APPROVAL / CHANGES:

Darin Olson asked if item j.(Cover Crop applications) could be moved up to the top (beginning) of the meeting, so that Staff would not have to hang around for the duration of the evening. Hsu agreed, that was a good idea –(A-1). Hsu also noted he too wished to add two items to the agenda: SDAO training (A-2), and information relating to an item that required his approval on behalf of NRCS prior to the meeting (A-3). B. Bishop wished to also speak about a new Vehicle purchase (A-4). Hsu agreed all would be added to the agenda and assigned the A1-A4 designations to topics as noted herein (above).

AGENCY / COMMITTEE REPORTS:

NRCS:

Les Bachelor, District Conservationist for Salem NRCS, asked Hsu if he wished him to discuss the item just allocated as A-3 or wait. Hsu agreed, best to proceed now. Thank you. Bachelor thanked Chair Hsu for working with NRCS to meet a hard deadline, extenuating circumstances made for the signing off as approving a document be done immediately (prior to the District's Board Meeting), on a CREP (Conservation Reserve Enhancement Program) agreement with Heritage Farm. Everyone was happy and relieved that the deadline had been met, he said. And again, he thanked Chair Hsu for his help. The conservation plan was renewed. He then asked the Board for its approval of the following conservation plans submitted: (1) Valley Hop Farms (Irrigation Improvement); (2) Gooding Farms, Inc.(Irrigation Improvement); (3) Hazenberg (Animal Feeding Operation); (4) Veeman Dairy, LLC (Dairy/Energy Contract); (5) Brentano Farms, Inc. (Irrigation Improvement); (6) Jensen Family Farms, LLC (Irrigation Improvement); (7) Michael Lobdell (Irrigation Improvement). He asked if there were any questions. There were none.

NRCS Report:

It was a good year for conservation Bachelor announced. 94 Active Contracts valued at \$1.8 mil.

Ad-Hoc Building Committee

Scott Walker had been directed by Chair Koch to create a 10-year spread, comparing and projecting costs for the District's current facility (338 Hawthorne) and the site being proposed for purchase (former home to Jehovah Witness Church, Silverton). An extensive discussion followed about the content, and the pros and cons of the report. It was agreed that the property in Silverton was not an option unless the zoning requirements were changed by the County.

ACTION:

Motion: Hsu moved that the Building Committee be permitted to check into the zoning situation pertaining to location of the Jehovah Witness building considered. Walker seconded the motion.

DISCUSSION:

Another round of discussions ensued, with pros and cons of perspective new site and much contention. Walker asked that this matter be tabled for now.

ACTION:

Motion by Chair Hsu to table the motion. Motion seconded by Krahmer. Vote: All in favor – PASSED 6-0

Education Committee – Scott Walker, Chair

Walker informed the group that the Committee has agreed to meet every 3rd Monday of each month. Two applications were submitted, the events were basically the same, however the funding requested for one is fundamentally higher in cost than the other. We learned that one of the schools is under a Federal Program known as Title One, whereby costs are reduced substantially. We are asking for the Board to approve both. There were no further questions or comments.

Program Committee - Doug Krahmer, Chair

Krahmer asked that the Board either revise/update the AG Water Quality policy it originally created back in 2005 or require Staff to adhere to current policy more closely. Processes have changed since 2005, he said. For one thing, we are not handing over information to the ODA when water quality issues are found during landholder site visits. Keep in mind, in the past, the District had funding available to assist Landowners in addressing their water quality issues. Today, we still provide technical advice, but providing funding assistance is not possible.

DISCUSSION:

HSU asked if he thought that was the District's role to play? Krahmer responded, No, as the District is not here to enforce. If a cooperator is not willing to make corrective changes - policy currently says we will not work with him. D. Olson would like to handle such matters on a case by case basis, as there may be other conservation practices we could, and would like to be helping them work on. Olson would prefer that the District never call ODA regarding a violation but advise the client of the problem and provide them a point of contact at ODA. We can work together to coordinate towards a resolution – and may work on other issues as well. He hopes the District “can err on the side of helping people.” Walker suggests submitting to ODA and having the last line changed to allow Board to make the decision as to whether-or-not Staff will continue to work with a cooperator if he/she is unwilling to work toward a problem's resolution. The group worked together to complete a rewrite on sections of policy.

ACTION:

Hsu requests the sub-committee to continue work on a rewrite and bring it back to the Board later. No motions. No votes taken.

DISCUSS LANDOWNER ASSISTANCE PROGRAM (LAP) – MAXIMUM (One-time Payment over 5-years):

Krahmer advised that the LAP program currently allows for a maximum payment of \$22,500.00 over a 5-year period, with a yearly cap of \$7,500.00. Many of our clients have inquired when submitting applications, if they could be awarded the maximum payment (\$22,500.00) up-front at the start of their project. The LAP Committee has discussed the matter and would like to see this be allowed. Olson, asked how would the District budget for that? Budeau interjected that for projects like “linears” that would work well, however, several large project payouts (taken from the LAP fund) will reduce the number of LAP applicants served each year. There were discussions how monies from other pots could be used to help in funding, an example given to draw from the “Unanticipated Funds” pot. When asked how many clients have inquired about up-front payments, Brandon Bishop (Staff) responded everyone has asked (100% of them). It was also noted, that we might receive even more LAP applications each year, if this change were allowed. Olson noted that LAP was originally created to fill smaller size projects if such a change were implemented. Do we really want to enlarge this program? he asked. Olson would like to see some numbers worked out with different potential scenarios considered and recommendations on how the District might best handle multiple LAP requests, large and small. The Committee will do some work and return to the Board with their projections.

Les Bachelor exited the room: 8:48pm

FINANCIAL REPORT:

Keppinger reviewed the financial report with the Board, citing balances held in various accounts, current interest rates and monies spent. :

ACTION:

Hsu moved to approve the financial report as presented. 2nd by Olson. **PASSED 5-1** (Olson-NAY).

DISCUSSION ITEMS:

A. Manager 360 Review Report – Chair Hsu

Hsu advised there remains one outstanding Director review. A concern was voiced by Bielenberg, that the review won't be discreet, and that he does not think highly of the process. Hsu said he would check in to the situation, and would address the review at a later time..

ACTION ITEMS:

A.1. 2019-20 Cover Crop Program Applications – Chair Hsu/B. Bishop (Staff) (Moved from I).

Bishop (Staff) advised there remains \$2,390 reserve in the budget for funding. He asked the Board to approve the applications submitted.

DISCUSSION:

Bielenberg noted there were 3 applications submitted by the same family. Yes, Bishop responded, same family however different farms. Still, that is a lot of money going to same place. Koch agreed this didn't set-well with her either. Walker interjected - this is a pilot program. Hsu added he saw no reason to deny the applications.

ACTION:

Hsu motioned to accept and approve all applications submitted. Motion 2nd by Koch/Krahmer (simultaneously). (It was asked if the application could be changed to address diversity. Bishop replied we marketed to many different communities this year. Next year we can certainly work to expand our marketing.) Walker commented that this new funding program needed to be reviewed and evaluated. Bishop responded that that was the plan once it got up and rolling. Hsu agreed, it would be good for the Program Committee to conduct the review. **VOTE: Motion PASSED: 6-0**

A.2 SDAO Training - Chair, Hsu

Hsu stated since SDAO offers Director Trainings, he would like to have the Board approve that Directors receive payment for travel expenses and food expenses for these events.

ACTION:

Walker moved that for any Director choosing to attend an SDAO offered trainings should be allowed to do so without a Board approval, and that he/she be reimbursed for said mileage. Olson asked that a cap be placed, not to exceed \$75.00 without Board approval first. Motion 2nd by Hsu. **Motion PASSED 6-0.**

A.3 NRCS Report (See Agency/Committee Reports Above – Moved.)

A.4 New District Vehicle Purchase – Brandon Bishop, Staff

Bishop advised there is \$22,000 in the budget for a new vehicle, and that Staff have located a used 2018 Honda CRV in Corvallis that has only 5K miles. They are asking to trade in the Dodge Van for this car. A CRV was selected by Staff as it fits the needs of Staff best. Keppinger added, that this is the first step in negotiations we will bring the final details to the Board for budget approval.

ACTION:

Bielenberg moved to allow Staff to begin negotiations for a trade of the District's 10-year old Dodge Van towards the purchase of a new/used 2019 Honda CRV. 2nd by Krahmer. **Motion PASSED 6-0.**

DISCUSSION:

A question arose as to why Staff wished to downside to a smaller rig? Based on daily needs, and past history, Staff (one or two people) are required to haul equipment to a work site, often on rough terrain – the majority of time. The CRV purchased earlier this year has proven to be the most popular, and most used vehicle in District history. It has met the needs of Staff best. Koch interjected how the District needs to reduce its footprint, and advocates for an electric car purchase. It was discussed, how the District had purchased one of the first hybrid electric cars when they were made available, and how due to non-use the battery required replacement which was costly in a short time. Based on designs having improved, Koch encouraged the ADMIN COMMITTEE to consider an electric vehicle purchase in the distant future.

September 4, 2019 Board Meeting Minutes – Chair Hsu

Scott indicated procedures had not been followed properly, and that he had not been given the time to review the minutes yet. As Secretary the minutes are his responsibility. Bielenberg interjected that the Building Committee part is incorrect, and a correction is needed. Hsu moved that they postpone review /approval of minutes and tabled the item until next month.

B. NRCS Conservation Plans:

ACTION:

Walker moved to accept and approve all seven (7) conservation plans submitted. 2nd by Krahmer. **PASSED 6-0.**

C. Authorize Contract Negotiation w/Architect for Conceptual Office Design/Et \$ Limit: Chair Hsu
Discussion ensued. There was a lot of discord. A special meeting is to be held, **for now the topic is tabled.**

D. CLEAR Grants-Kennedy Elementary – buses for field trip for \$950; Gubser Elementary – buses for field trip for \$924.03 – Chair Hsu.

ACTION:

Olson moved to approve both requests. 2nd by Bielenberg. Motion PASSED 6-0

E. Partnering with North Santiam Watershed Council on OWEB Partnership Development Technical Assistance Grant – Chair Hsu

DISCUSSION:

Krahmer asked if Jane Keppinger and Staff could explain how this partnership will benefit the District and what they (NSWC) are trying to do. Sarah Hamilton (Staff) explained how the NSWC is putting together a grant proposal for \$150,000.00 to cover the next three-years, for capacity building purposes. They are working to improve coordination, develop an action plan, and to look at the North Santiam to address issues on a larger scale – together with partnering groups. \$37,500.00 (Sarah's salary is a soft match) Keppinger added. In a request for Grant submitted earlier, OWEB came back offering their assistance but also requiring X be done. Like monitoring. The Council is asking for the District's support. A goodwill-action. They are asking partners to agree to participate as a group and to provide Staff time. NSWC is working on a plan to develop and monitor, protocols, improve coordination and be more

competitive for grants in the future. What is back-end, what will come out, Hamilton advised. She would be happy to submit a final document once it is completed.

ACTION:

Walker moved to sign in support of the grant request. Olson 2nd the motion but also added he wants more concrete numbers and would like the ADMIN Committee to give final approval once the numbers are presented. Walker responded the luxury is not there, as the request must be submitted quickly (less than 2-weeks-time). No Vote taken.

Krahmer moved to have Hsu sign letter in support of the NSWC. Motion 2nd by Bielenberg. Motion PASSED: 6-0

- F. **North Santiam Watershed Council (NSWC) Match Payment for Ludwigia Grant** – Chair Hsu
Keppinger advised that the second invoice has been received, basically a total match.

ACTION:

Walker moved to pay the invoices relative to NSWC. 2nd by Olson. Motion PASSED 6-0

- G. **USGS 4TH Quarter Invoice for \$6,405** – Chair Hsu

ACTION:

Olson motioned to approve paying the invoice received. 2nd by Walker. Motion PASSED 6-0.

- H. **Landowner Assistance Program (LAP) – Change in Business Name Request** – Chair Hsu

ACTION:

Olson motioned to approve business name change from LLC to Inc. Motion 2nd by Krahmer. Discussion: None. Motion PASSED 6-0.

ACTION:

Second motion by Olson to add extension on time allowed for LAP project for Michael Henry. 2nd by Krahmer. Motion PASSED 6-0.

- I. **Tungate Special Projects Grant Application** – Chair Hsu

ACTION:

Hsu motioned to approve the application. 2nd by Olson. Motion PASSED 6-0

- J. **2019-20 Cover Crop Program Applications** – Chair Hsu/B. Bishop (Staff) See A.1. (moved).

- K. **Discuss Process for Applying for Unanticipated Project Funds** – B. Bishop (Staff)

Bishop advised that occasionally Landowners who have missed the District's required deadlines on LAP and SPG grants, would like to request the Board to make an exception to the process, so that funding assistance can be obtained immediately. How would the Board like Staff to handle the situation? he asked. Encourage landowners to attend the next Board meeting and plead their request during Public Comments time? Or should Staff assist these landowners with the paperwork, provide input on why the proposed project is worth funding and present the applications to the Board in the framework of your Board packets?

DISCUSSION:

Olson was okay if the landowner utilized Public Comment time. Walker felt working with Staff first, and then presenting the application during Public Comment time would work well. **Hsu agreed, he would prefer Staff involvement and Staff approval/submittal.**

L. OACD Draft Bylaws/Voting Ballot/ Attending Annual Meeting November 6th-7th - Chair Hsu

DISCUSSION:

The District's Board Meeting is scheduled for November 6th, same day that OACD's Annual Meeting is to be held. Hsu indicated he was not opposed to moving the Board's next meeting date. Krahmer and Olson were okay to move the Board's meeting to November 13th. They were then reminded the 13th was the day of the District's Soil Workshop.

ACTION:

Olson moved to leave the Board meeting as is (November 6th). Hsu 2nd the motion. Keppinger asked, then no one here is looking to attend the OACD meeting? **The response back is yes, no one will be attending the OACD meeting to vote on bylaws.** No Vote was taken. **Board Meeting will be left as is, per Hsu.**

M. Revised Ag Water Quality Concern Policy – Chair Hsu (addressed earlier)

N. Change Board Meeting Time to 6pm November thru March – Chair Hsu

DISCUSSION:

Hsu asked to keep the meeting time as 7pm. Koch agreed it was too difficult to come earlier. Hsu also asked why the room's seating arrangement had been changed and asked if the room could be set-up in the future as it had been arranged, perhaps a month or more ago. This arrangement was simply not satisfactory. Others agreed the former arrangement was preferable. Keppinger responded, that the new room arrangement was made to better accommodate the increased number of public members that have been attending the board meetings as of late but would work to accommodate Hsu's wishes.

O. Agenda Items for November Board Meeting – Chair Hsu

Bielenberg asked that a date be selected for the next Building Committee meeting. It was responded that next Wednesday a Doodle poll will be sent out on the subject for said purpose.

BOARD MEMBER OR STAFF REPORTS/ MEETINGS/UPDATES – Directors/ Staff

No reports/updates were presented.

MEETING WAS ADJOURNED BY CHAIR HSU AT 9:33 PM.

Minutes submitted by Janice Calkins, Office Coordinator. Handouts and audio available by request.

Upcoming Meeting Dates:

Next Regular Board Meeting:

November 6, 2019 beginning at 7:00 PM

Location:

Marion SWCD Multnomah Falls Conference Room
338 Hawthorne Ave NE, Salem, OR 97301

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