

**Marion SWCD Board Meeting**  
March 2, 2022 @ 6:30 PM  
*Recording available on Request*

Location: Zoom Video Conference Call  
Date: 3/2/2022  
Time: 6:35 PM to 8:50 PM

**Call to Order:** Chair Sanchez @ 6:30 PM

Recorded by: Amy Boyd  
District Chair: Brenda Sanchez

**Attendance:**

- Directors: Brenda Sanchez, Terry Hsu, Dave Budeau, Rochelle Koch, Darin Olson, Kyle Ross
- Associate Directors: Scott Walker, Mark Fields, Chong Kee Tan
- Staff: Amy Boyd, District Manager (DM), Delani Herb, Becky Pineda, Sarah Hamilton
- Partners/Guests: Les Bachelor, Rachel Leo, Anna Rankin, Brent Stevenson

**Public comment:** Rachel Leo noted this was her first board meeting. She lives near Champoeg State Park and thanks us for the good work we are doing.

February District Snapshot: (information only)

Boyd updated the Board on ongoing District activities. Amy Boyd and Mark Akimoff have submitted resignations. Boyd will conclude the initial phase of budget with a final day of April 6 and Akimoff will conclude his time with the District March 11.

Boyd further presented some highlights to consider in transition planning, to be further discussed later in the meeting.

February Treasurer's Report

Budeau reviewed the financial report.

**Sanchez moved (2<sup>nd</sup> Koch ) to approve the February Treasurer's Report as presented. Passed 6-0.**

NRCS Report

Les Bachelor provided an update on NRCS activities, including the work group meeting last Friday and the upcoming QAR, which Boyd will attend on behalf of the District.

6:45 Terry Hsu enters meeting.

### Transition Planning

Discussion about needs for the District in planning a transition between District Managers. Discussion on what the District should be. Stated desire to determine what is happening internal to the District. Olson presents the concept of a pause, to work to bring staffing levels up and provide adequate training with appropriate workloads. Another Board meeting proposed to discussion transition topics. Directors Hsu, Koch, Budeau, and Ross support the concept of a pause and a desire to dedicate a meeting to this topic.

### Budget

Boyd presented budget calendar and motions needed to advance budget planning. Consensus of April 6, 9-12 a.m. as available for all Board members. Discussion on the overarching budget assumptions. Directors agree with the approach, which will be reviewed in detail at the Budget Committee meeting.

**Olson moved (2<sup>nd</sup> Hsu) to nominate Sanchez as the 2022-2023 budget officer. Passed 5-0 (Sanchez recuses)**

**Sanchez moves (2<sup>nd</sup> Olson) nominate Palke and Johnson to 3-year Budget Committee Citizen Member positions. Passed 6-0**

### Approve February Board Minutes

Review by Budeau.

**Sanchez moved (2<sup>nd</sup> Olson ) to approve the February Board Minutes. Passed 6-0.**

### Admin Committee Report

Tan presented the February Admin Committee minutes. The Admin committee reviewed a salary management plan presented by Boyd. The Committee recommended a 5% Cost of Living Adjustment (COLA) and District coverage of dental/health insurance for eligible dependents to 66% from 0%. The Directors reviewed the costs associated with these changes.

**Olson motioned (2<sup>nd</sup> Koch) to provide a 5% COLA to all full-time staff minus the District Manager. Passed. 6-0.**

**Hsu moved (2<sup>nd</sup> Koch) to provide a 66% District coverage of eligible dependents to employees for health and dental insurance coverage, to begin March 1 or no later than open enrollment. Passed. 6-0.**

The Admin committee also reviewed the Financial Manager position. This discussion focuses on the financial activities necessary to do business as a District, and which are outside the scope of any current employee's job description. The discussion about job description was tabled to the March 9 Board meeting.

#### Program Committee Report

The Program committee presented the Plants for Grants concept, which would enable LAP recipients to have plants wholesaled through the District for District-approved projects. Applicants would not be required to use this option. Budeau noted that this concept would assist the District's funds to go further.

**Hsu moved (2<sup>nd</sup> Budeau) to approve the Plants for Grants concept, asking staff to present metrics and pros and cons in one year. Passed. 6-0.**

Scotts Mill Dam Removal. Anna Rankin, Pudding River Watershed Coordinator, presented a draft letter of support, which was supported by the Program committee to Board review. The Board discussed the social, environmental, and ecological components of the project.

Hsu moved (2<sup>nd</sup> Budeau) to approve the Scotts Mill Dam Removal Project focusing on the ecological and habitat benefits and acknowledging the historical context. 5-0. Olson abstains.

#### Education Committee

There were two CLEAR grant requests for North Salem High School and Silvies River Charter School, totaling \$3500. Associate Walker described the grants and the votes by the committee. Additional discussion on providing unrestricted funds to watershed councils, either focused on education or for any use by the watershed councils. Rankin spoke in favor of this proposal, indicating that Clackamas SWCD provides a total of \$65,000 to watershed councils, \$7,000 of which goes to the Pudding River WC.

Hsu moved (2<sup>nd</sup> Koch) to approve both March CLEAR grants. Passed. 6-0.

#### Building Committee

Hsu described the Building committee discussion about the proposed ADA improvements. Some discussion about having the ramp handrails have a loop to which a bike could be locked.

**Olson moved (2<sup>nd</sup> Hsu) to approve up to \$17,000 for an ADA sidewalk at the Stayton office. Passed. 6-0.**

#### LAP Review Committee

The LAP Review committee recommended approving all 8 projects.

Hsu moved (2<sup>nd</sup> Koch) to approve all 8 LAP projects. Passed. 6-0.

#### LAP Extension Requests

Darin moves (2<sup>nd</sup> Hsu) to approve LAP Extension Requests as presented. Passed. 6-0.

#### Transition Discussion

Discussion about the following meeting. Schedule for March 9, including discussion about Financial Manager position.

**Chair Sanchez adjourned the meeting at 9:17 PM**

**Meeting Minutes Approved: April 6, 2022**

*Prepared by Amy Boyd, District Manager*