



Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

December 7, 2016
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting Minutes

Directors

Allan Campbell – Chair
Don Hamann – Director
Ron Hillers – Director – Treasurer/Secretary
Barbara Niedermeyer – Vice Chair
Marilyn Rice – Director
Juanita Wright – Director
Stan Dean – Director

Staff & Guests

Randy White – District Manager
Markie Germer – Administrative Secretary
Jen Sawtell – Education & Outreach Coordinator
Paul DeMaggio – Soil & Water Conservation Engineer
Erin Kurtz – District Conservationist -Natural Resource
Conservation Service (NRCS)
Richard Brewster - CPA

NOTE: There was no JSWCD Board Meeting in November of 2016.

Board Chair Campbell opened the Board meeting at 4:00 pm.

Introductions were made by those in attendance.

Richard Brewster from Richard Brewster CPA, PC, reviewed the 2015-2016 Financial Audit. The auditor's opinion states that JSWCD is in compliance with auditing standards accepted through the rules and regulations including the provisions of the Oregon Revised Statutes (ORS) as specified in Oregon Administrative Rules (OAR).

A motion by Director Niedermeyer with a second by Director Rice to state that it was the consensus of the Board to accept the Financial Audit as presented passed unanimously. A formal motion will be presented at the Annual Meeting starting tonight at 6pm in this conference room.

Director Rice praised the auditors for their outstanding job in performing the audit.

AGENDA

A motion by Director Dean with a second by Director Hamann to accept the agenda as presented passed unanimously.

MINUTES

A motion by Director Dean with a second by Director Rice to approve the minutes from the October 27, 2016 Board Meeting passed unanimously. (There was no November JSWCD Board Meeting)

TREASURER REPORTS

A motion by Director Hillers with a second by Director Niedermeyer to accept the October 31st 2016 Treasurer Reports as presented passed unanimously. **A motion by Director Hillers with a second by Director Niedermeyer to accept the November 30th 2016 Treasurer Reports as presented passed unanimously.**

Staff Reports

Paul DeMaggio reported that he helped a high school student who is interested in pursuing a career in Engineering by the student “shadowing” Paul for four days this past month. The student will continue “shadowing” in the coming months as it is required for his senior project.

Jen Sawtell reported that JSWCD held a Little Butte Creek outreach event in White City. Thirteen landowners attended. JSWCD was asked by the Cooperative Weed Management Area (CWMA) to put a page on the website to inform residents about “weed free quarries”. The Rogue Valley Mall has asked JSWCD to participate in the Mall’s kiosk by displaying JSWCD literature like the Living Handbooks, technical handouts, and announcements for the public to take and/or read. The Kiosk is located near the JC Penney store. Jen has Pasture Management Course flyers for any Board Member to take and pass out to either individuals, or libraries, stores, and/or businesses.

Strategic Plan

The goal for this session in regards to the Strategic Plan is to review the resource concerns, in particular the Appendix B and the corresponding chart that help prioritize the resource concerns with the *importance* and the *capability* for each resource concern. Question 1: In the narrative, are any concerns missing or are the narratives incorrect? Question 2: In the chart, are the concerns ranked correctly? When considering these resource concerns, the Board was asked to look at this chart at the 30,000 foot elevation or look at this as a broad overview of the District’s mission and vision statement. District Manager White added Ground Water to both the narrative and chart. There was much discussion by Board Members, adding their opinions, resulting in a request for a bulleted narrative of these comments which would then be submitted to District Manager White so he can incorporate the ideas into the Strategic Plan for Board review next month. Erin gave Director Dean the NRCS Chart that shows the ranking of resource concerns. E-mail District Manager White any additional input.

At 5:09 pm staff was excused and Mr. Brewster excused himself from the meeting.

NRCS Report

Erin Kurtz is back as NRCS District Conservationist. She attended Women in Sustainable Agriculture (WISA) conference. Approximately 500 women attended with a huge showing of women from Southern Oregon. She will be announcing the Local Work Group meeting in January. Erin excused herself from the meeting at 5:21 pm.

Executive Session

At 5:25 pm a motion by Director Niedermeyer and a second by Director Dean to temporarily close the Board Meeting for the Board to go into Executive Session under the Oregon Revised Status (ORS) 192.660 passed unanimously.

The Board Meeting reopened at 5:35 pm

Results from the Executive Session

Director Wright related the results of the Executive Session: The District Manager White’s performance review for the last year was discussed by the Board. The Board feels Randy White is doing a great job as the District Manager and would still like to have Karen Bolda available when needed. In the future, the Board will have the performance evaluation completed by the end of June or July to coincide with the Staff Performance Evaluations.

Correspondence

The SDAO Conference will be held February 10th through 12th in Portland. Let Markie know if you plant to attend before January 27, 2017.

Building Committee

District Manager White passed out an update on the expenses for the remodel. The District has spent \$10,303.00 out of the contingency fund for change orders. One change order will not be paid due to a dispute. The change order came in with an invoice for \$2000.00 before there was any approval by the District. The District will hold off paying the change order until the remodel is complete and the final walk through has been satisfied.

District Funds Committee

Director Niedermeyer reported that one application was submitted and the Committee recommended that it be funded with the condition that the in-kind matches are met. Also, the total amount will not include administrative fees as the District does not allow indirect cost. This project is an eighteen month agreement because the funds will not be expended until September of next year.

Conservation Celebration

The Board was asked to give a couple of dates that would work for them to attend the annual conservation celebration sponsored by both the District and Rogue River Watershed Council. Dates depend on availability of the venue. The Board concurred that either February 24th or February 10th would be good. District Manager White will talk to the watershed council and have the Inn at the Commons reserved and report back to the Board. If these dates don't work, the Board thinks that the first part of March would be better than in early February

Memorandum of Understanding (MOU) Rogue River Valley Irrigation District

A motion by Director Niedermeyer with a second by Director Dean to approve the MOU with Rogue River Valley Irrigation District as presented passed unanimously.

Oregon Watershed Enhancement Board (OWEB) Small Grants

Director Niedermeyer reported that the OWEB small grant application window is from December 5th to December 19th. The small grant team will meet in February to review applications.

RRWC

Director Dean reported that the RRWC received \$100,000 in grant funds to staff a permanent person to work solely on fish passage barriers. Also, the watershed council sent a letter with their opinion to Oregon Department of Forestry (ODF) regarding the riparian streamside rule.

There was no public comment.

A motion by Director Niedermeyer with a second by Director Rice to adjourn the regular Board Meeting at 5:59 p.m.

Respectfully submitted by:

Markie Germer

Markie Germer

Official Minutes approved as printed:

Allen Campbell Date 01-18-16

Approved as amended:

_____ Date _____