Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

October 23rd, 2024
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates In attendance:
Ron Hillers – Director
Stan Dean - Director
Pam Hillers – Associate Director
Maxine Cass – Director
Don Hamann – Director
Frank Baratta – Director
Barbara Niedermeyer – Director
Katelyn Detweiler - Director

Guests/Partners
Richard Brewster – Auditor
Colleen Roberts – County Commissioner - Zoom

Staff in attendance:
Jill Smedstad – Executive Director
Trevor Morris – Business Manager
Jenna Sanford – Watershed Monitoring Specialist
Ellie Zignego – Outreach and Engagement Coordinator
Paul DeMaggio – Water Conservation Engineer
Kim Ingram – Office Assistant
Kora Mousseaux – Community Water Resource Conservationist
Michael Skandalis – Forest Resource Technician
Meghan Montgomery – Forest Resource Conservationist
Clint Nichols – Riparian Resource Conservationist
Josh Bilbao – Agricultural Resource Conservationist - Zoom

Director Dean called the meeting to order at 4:00 pm followed by the pledge of allegiance.

September Meeting Minutes
A motion by Director Hamann with a second by Director Hillers to approve the September Board meeting minutes passed unanimously. Director Detweiler was removed from the attendance list and on page 3 siding was changed to siting.

Treasurers Report
A motion by Director Hillers with a second by Director Baratta to approve the Treasurers Report passed unanimously.

Partnership Reports:
There were no partnership reports

Audit Report
Richard Brewster presented the District's Annual Audit. He informed the Board that the District has satisfied all the required rules and regulations of the State pertaining to finances, grants, public contracting and insurances, etc. He reminded the Board and staff that he is always available for questions and/or help if needed.

Staff Quarterly Reports

Jill: The Metrics and Monitoring committee met in September and finalized a water quality plan for this program. Paul, Jenna, and Jill will continue working on implementation plans, and will be presenting the plan to the Board at a future board meeting. Jill gave details of the Annual Meeting and asked all who plan to attend RSVP with Kim. Jill is coordinating with Erin from In-Accord on the second and third phases of her assistance in November and December, which will include training and development of a team charter, as recommended in the assessment report. Plans to continue CAP structure and will do a similar spreadsheet and update for external grants.

Trevor: Gave a brief description of the Districts' financial standing throughout the first quarter of the FY. The financials look good and are on track for the fiscal year. Trevor stated that interest rates in our LGIP dropped again and are down to 5% from 5.3% at the beginning of the FY.

Ellie: Ellie has dedicated much of her time toward the Annual Report. She attended Salmon Fest with Clint as well as going on site visits with all staff to understand what they do and what the District does as a whole. The Southern Oregon Regional Envirothon is also around the corner and Ellie stated she is getting organizational and prep work completed.

Paul: The Philips Ditch Project construction is now completed, and the pipeline is in use. Received notice from NRCS that the Rogue NWQI project was approved. However, they made an error on the approved watershed locations. Awaiting a new approval letter confirming the correct watershed locations. Ranking criteria, outreach, planning, draft designs and budgets are ongoing while we begin to enroll landowners into the program for year one. Currently working with two landowners to switch from flood to sprinkler irrigation. Paul also presented at OSU Extension for American Farmland Trust about soil and water relationships.

Clint: Reported that he currently has 8 Riparian Restoration Rebate Projects spanning 3.2 acres. Work is continuing on the S. Obenchain fire restoration project. Clint submitted an application for the Antelope Creek river mile 4.3 grant and should hear back soon.

Michael: Has been primarily doing a lot of field work. He has been working on River Butte prescriptions and maps as well as attending an NRCS training for forest prescriptions.

Josh: NWQI was accepted for funding, and they should be able to start project implementation this coming spring. Submitted NACD TA grant to accompany the NWQI grant for the 2025 calendar year. Working with RVFSN on their strategic planning efforts. The equipment rental program has been busy and will continue to be through November. Lots of site visits focusing on NWQI related projects. Josh is working with Rusted Gate Farms and their grant with the Valley School to deliver hands on science-based education to middle school kids.

Kim: Has been assisting Meghan with administrative tasks relating to the Crowfoot Rd. project. Kim ordered and organized safety bins for all vehicles. She also reported she assisted Trevor with pulling records requested by the Auditor. She has taken on many logistical tasks with the annual meeting. Lastly, Kim received all quotes for landscaping bids for the front of the building. The landscaping company will be called soon to initiate the project. She is hoping they will be done by the next Board meeting.

Jenna: Continued water quality sampling for the Joint System Canal & Antelope Creek water quality monitoring projects. JSC sampling wrapped up for the season mid-September and data loggers were retrieved from the field. The last day of AC sampling is scheduled for 10/24/24 and data loggers will be retrieved as well. 2023 data analysis was completed for AC. Jenna presented the project's status & data results to the Board in September. Pesticide Stewardship Partnership water quality sampling for summer/fall continued, she collected one soil sample, as well, and PSP wrapped up for the season. Future strategic planning for PSP continues. Attended Oregon Water Resource Commission's Annual Meeting Tour.

Kora: Has been working on her Stormwater Management Rebate Program. She recently held a needs assessment and received 67 responses. The PSP sampling season has finished for the year. Kora taught a rainwater harvesting class at SOREC in September. She has been and will be working on client data migration into CATS software. She also recently attended Greywater Workshop and feels there may be a potential future program.

Meghan: Hosted a community meeting on Oct.17 for Crowfoot Road Project that was very well attended with over 30 landowners present. WOCRE South Obenchain RCPP: finished planning, just got contract documents from SNW to take projects out to bid. River Butte LRP: Michael has been doing an excellent job drafting prescriptions and are about finished inventorying properties. The contractor tour is scheduled for the first week of November for public bid on the project.

2023 – 2024 Annual Report

The Annual Report was presented to the board for discussion. The Board chair stated that this annual report was one of the best he had seen since serving on the Board. There were a couple minor edits, otherwise the document looked good.

Request for Grant Review Volunteers

Ellie is looking for volunteers to review Community Conservation and Education Grant among staff and board members. Jill, Trevor and Ellie are the leads. Directors Cass and Baratta volunteered from the Board. Staff volunteers include Clint, Paul and Kora.

Policy Review and Recommendations

Director Smedstad reviewed policies from the 2001 – 2005 timeframe and identified that some were superseded by more recent resolutions or policies or are outdated in relation to current Oregon law. Jill reviewed the four (4) policies that currently need attention. The board is welcome to receive further information via email or in person at JSWCD office. This item was for discussion at this meeting and will be put to a vote in November.

Director Compensation Resolution 07-04/05

Resolution 07-04/05 Director Compensation: was revised to reflect that Associate Directors and Director Emeritus receive compensation when they are officially representing the District was presented to the board for discussion. Director Dean made a small suggestion for how it is read, staff will bring a final copy to the next board meeting with edits

OACD Election Ballot

A motion by Director Niedermeyer with a second by Director Hamann to check the boxes presented passed unanimously

Authorized Signers Update
A motion by Director Cass with a second by Director Hillers to have four signers (Jill Smedstad, Stan Dean, Katelyn Detweiler, and Frank Baratta) on the checking account passed unanimously.

Legislative
Executive Director Smedstad and Director Dean recently met with Pam Marsh.

OWEB Small Grants
Director Niedermeyer had one application for $15k submitted by RRWC. Next grant window is December 2 – 16 with a review on January 7th. They have approximately $60k in funds remaining.

OACD
Director Dean, Director Baratta and Director Niedermeyer attended the OACD conference the week prior.

Agenda Build
Public Meeting Policy and Training
Dispute Resolution Policy Update
Wildlife Habitat Conservation Management Program
JSWCD Equity and Environmental Justice Statement

Public Input
None

The meeting was adjourned at 5:52 pm.

Respectfully submitted by: Trevor Morris
Business Manager
Minutes approved as printed:

_____ Date _____

Approved as amended:

_____ Date_____