



Board Approved March 20, 2019

Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

February 20, 2019

**Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting Minutes**

Directors

Allan Campbell – Chair
Don Hamann
Ron Hillers – Treasurer/Secretary
Barbara Niedermeyer – Vice Chair
Juanita Wright – Arrived 4:15
Stan Dean – Absent
Gordon Jones – Associate Director
Pam Hillers – Associate Director
Dave Picanso – Absent

Staff & Guests

Paul DeMaggio – Engineer
Markie Germer – Administrative Specialist
Kora Mousseaux – Urban Planner
Jenna Sanford – Natural Resource Technician
Clint Nichols – Rural Planner
Randy White – District Manager
Colleen Roberts – Jackson County Commissioner – Arrived 4:14pm
Erin Kurtz – Natural Resource Conservation District (NRCS) – District Conservationist – Arrived 4:30
Benjamin Hudson – NRCS – Soil Conservationist – Arrived 4:30
Jim Thrailkill – US Fish & Wildlife

Board Chair Campbell opened the Board meeting at 4:00 pm and introductions were made. John Thrailkill from the US Fish & Wildlife (USFW) came to the meeting to talk about a wolf-fencing project at the Mil Mar Ranch. He is asking the District to be the fiscal agent and give technical assistance. USFW is submitting a grant to fund the project. The Board had several questions and District Manager White stated that the grant money should be considered “pass-thru” funds for accounting purposes. It would be the responsibility of the landowner to obtain bids and act as the contractor. The USFW proposal is in the Board Packet. The Board will discuss and make a decision on this proposal under New Business later in the meeting.

AGENDA

There were no changes to the Agenda.

MINUTES

A motion by Director Niedermeyer with a second by Director Wright to approve the minutes from the January 16, 2019 Board Meeting as presented passed unanimously.

TREASURER REPORTS

A motion by Director Hillers with a second by Director Hamann to accept the January 2019 Treasurers report as presented passed unanimously.

COMMISSIONER REPORT

Colleen Roberts reported the commission is in support of de-listing wolves. Jackson County is not included in the delisted list. She will follow up with the questions about why the Jackson County Wolf Committee cannot be the fiscal agent for the project.

Jackson SWCD prohibits discrimination in its programs on the basis of race, color, national origin, gender, religion, age, disability, Political beliefs, sexual orientation, and marital or familial status. (Not all prohibited bases apply to all programs.) Jackson SWCD is an equal opportunity employer.

STAFF REPORTS

Paul DeMaggio reported that the RRVID Pipeline Tour went well. They have 1-1/2 miles of pipe welded together. There is another tour scheduled for next month to see the progress. He will ask Rogue Valley Council of Governments (RVCOG) to use their drone to video the project before it gets covered up.

Clint Nichols reported that the District is working with Oregon Watershed Enhancement Board (OWEB), Oregon State University (OSU), Oregon Department of Agriculture (ODA), and NRCS to offer a riparian workshop for practitioners on March 7 & 8 in our conference room. More than 40 have registered for this class.

Both Kora Mousseaux & Jenna Sanford reported that Pesticide Stewardship Project (PSP) is gearing up for another season of water sampling. This year Jackson Creek was added.

NRCS Report

Erin Kurtz introduced Benjamin Hudson as the new soil conservationist for NRCS. Erin attended the five day organic ecology conference in Portland. The conference's theme was on sustainable food for the future. She reported that this office is still accepting applications for Conservation Implementation Strategies (CIS) which includes forest restoration fuels reduction in the Green Springs. The Green Springs program has thirty applicants with more applications coming in. The Regional Conservation Partnership Program (RCP) is for oak woodland restoration. This is the last year for the RCP Oak program. They have five applicants and NRCS will fund half of a million dollars on the restoration projects. There is an application in the works for Bradshaw Drop. They are getting landowners enrolled in the programs so they can start designing on-farm conservation irrigation systems. Erin invited the Board to attend the NRCS Local Work Group Meeting on Wednesday, February 26 from 10 am to Noon in our conference room. A couple of NRCS staff have retired therefore the staff here could be filling in other counties. Erin reported that there are three archeologists in the state to do cultural resource reports. There is a back log due to the high volume. NACD is offering a grant to help with the cultural resource reports. District Manager White stated that the District has filled out the grant application that is due tomorrow. This will involve an "In kind match" from the District. If the District receives the funds, which is approximately \$8,000.00, the Board will need to approve the monies in order for the District to take the funds in.

REPORTS

Building Committee Update

District Manager White reported that the solar panel for operating the parking lot gates has been fixed by Precision Electric at no cost to the District. Precision Electric changed the mechanism from solar to electric. Paul pointed out that the gates are working properly but the lights are not. District Manager White will look into this problem.

Staff was dismissed at 5:00 pm.

Equipment Committee Update

District Manager White reported that the District received a cultivator packer for landowners to use behind all-terrain vehicles (ATVs). A smaller no-till drill has been ordered. This will allow landowners with small acreage to use it with an ATV. A chipper shredder has been donated to the District by Ron and Pam Hillers. It is available for landowners to use. District Equipment will now be stored in the locked parking lot adjacent to the office. Some of the Board members requested a list of the available equipment. The list is on-line on the District's website as well as an electronic application and agreement forms. Starting January 1st, there is a small rental fee for most of the equipment. The District is looking into a weed wiper for landowners to rent.

District Funds Committee Update

There is nothing to report at this time.

Personnel Committee Update

District Manager White reported that he will be contacting the Personnel Committee to schedule a meeting to review and discuss position descriptions, staffing plan, personnel policy, and biennial work plan.

OLD BUSINESS

Financial Internal Controls

A motion by Director Hillers with a second by Director Hamann to accept the updated Financial Internal Controls passed unanimously. This document includes the CPA's suggestions.

Standing Committee

A motion by Director Niedermeyer with a second by Director Hillers to create a standing committee for education and outreach development passed unanimously. The Board agreed to wait to appoint members until the next Board Meeting when all the Directors are present.

Advocacy Committee

A motion by Director Hamann with a second by Director Wright to appoint Karelia VerEecke to the Advocacy Committee passed unanimously.

Public Contract Budget Procedure & Rules

District Manager White stated that this is informational. In 2017 the Board reviewed and approved these procedure and rules three separate times. The main changes were dealing with the ORS statutes that raised the thresholds for small and intermediate procurements. By the third time this was brought to the Board, the original changes were inadvertently omitted. Legal Counsel said that this just needs to be brought to the attention of the Board as a housekeeping procedure.

NEW BUSINESS

Hopkins Canal Tour/ Board Meeting

Instead of having a Board Meeting in March, District Manager White suggested that the Board take a tour of the Hopkins Canal. It was suggested that the Board Meeting start an hour early to take care of administrative business and any other business that needs attention. The Board will leave at 4pm for the tour. **A motion by Director Hamann with a second by Director Hillers to start the March Board Meeting at 3pm and then go on the Hopkins Canal Tour passed unanimously.**

Approve Budget Calendar

A motion by Director Niedermeyer with a second by Director Wright to approve the 2019-2020 Budget Calendar passed unanimously.

Appoint Budget Officer

A motion by Director Niedermeyer with a second by Director Wright to appoint District Manager White as the Budget Officer passed unanimously.

JSWCD Fiscal Manager Wolf-proof fence at Mil Mar Ranch

The Board discussed the proposal that Jim Thraikill talked about at the beginning of this meeting. The Board decided that, first, let Commissioner Roberts talk to the Jackson County Wolf Committee about acting as fiscal manager for the USFW wolf-proof fence. **A motion by Director Wright with a second by Director Hillers to wait until the April Board Meeting to make any decision on this subject passed unanimously.**

NACD Grant Funds

See above under the NRCS report for discussion.

Managers Briefing

District Manager White had nothing more to add to the written report that was included in the Board Packet.

OWEB

Director Niedermeyer reported that the small grant team received one application that was approved using the remaining funds of approximately \$2,700. Now the small grant team has expended the entire \$100,000.00 for this biennium.

SWCC

There was nothing to report at this time

RRWC

There was nothing to report at this time.

OACD

District Manager White reported that the Committees are moving forward and some committees will submit resolutions for the OACD meeting at CONNECT.

NRAC

There were no updates to report.

Director Niedermeyer suggested that the District contact Eric Nusbaum from ODA to schedule a Director Training workshop for the Directors.

Associate Director Jones would like to see a report that shows where the District has worked on the ground in the County for the last decade. District Manager White responded that staff is working on an electronic map that shows where and what District projects have been accomplished.

District Manager White is trying to schedule “twilight tours” for the Board and maybe commissioners to see what the District has accomplished.

Agenda Build

There was no public comment.

The meeting adjourned at 5:42 pm.

Respectfully submitted by:

Markie Germer

Markie Germer

Official Minutes approved as printed: Alan Campbell 3^d Date 03-20-19

Approved as amended: _____ Date _____