



Board Approved November 17, 2021

Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

October 20, 2021
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors & Associates:

In attendance:

Stan Dean-Chair
Allan Campbell
Don Hamann
Pam Hillers-Associate
Ron Hillers-Secretary/Treasurer
Barbara Niedermeyer-Vice Chair

In attendance via zoom:

Gordon Jones
Nicky Webb Smith

Staff

In attendance:

Markie Germer – Administrative Specialist
Trevor Morris-NRT1/Office Assistant
Randy White-District Manager

In attendance via zoom:

Paul DeMaggio- Soil & Water Conservation Engineer
Meghan Montgomery- Agricultural Conservationist
Kora Mousseaux-Community Water Resource
Conservationist
Clint Nichols-Forest & Riparian Conservationist

Absent:

Jenna Sanford-Stewardship Monitoring Coordinator

Guests:

In attendance:

Richard W. Brewster - Certified Public Accountant (CPA)

In attendance via zoom:

Colleen Roberts - Jackson County Commissioner

Board Chair Dean called the meeting to order at 4:00 pm. followed by the Pledge of Allegiance.

Since Rick Brewster is not present yet, Chair Dean asked staff to give reports on their activities. Clint reported that he is continuing to work on the Obenchain fire recovery. He has been meeting with Rogue Basin Partnership (RBP), Fire District 3, and the Oregon Department of Forestry (ODF) on the Federal Emergency Management Agency (FEMA) grant for wildfire mitigation. The FEMA grant application should be submitted by the end of this year. The City of Gold Hill asked Clint to create a vegetative management plan for the sports park that is off of Highway 234. Clint and Meghan spoke with Renee Davis from Oregon Watershed Enhancement Board (OWEB) who is developing a new fire recovery grant program for the Labor Day 2020 fires. This new grant will be open in November. There are two tracks related to the grant: One is in the riparian areas for reforestation and replanting and other will be in flood plain connections.

Kora said that the Pesticide Stewardship Partnership (PSP) has two more monitoring days for this season. She has completed the Storm Water Management Rebate Program. This is similar to the Riparian Rebate Program. It will streamline the program from start to finish. She has been attending several trainings regarding Storm Water.

Meghan has been helping the FEMA Grant efforts using the Geographic Information System (GIS) to help define more accurately the fire areas and surrounding areas. She has been working with Kara Baylog and Nick Hale on a funding proposal and project plan for replanting after the Obenchain fire on properties involved in the NRCS program called the Emergency Forest Restoration Plan (EFRP). She is also working on three other small grants for property owners affected by Obenchain fire. Meghan taught a class on pasture management for the Oregon Pasture Network. She spoke to about twenty-five attendees from across the state and discussed chemical free weed management on pastures. She is continuing to do site visits and giving technical assistance on pasture management as well as working with Trevor on the coordination of the equipment rental program.

Paul reported that the RRVI District received \$5 million for the Joint System Canal pipeline project that they have been working on for about a year. This project is a continuation of the Hopkins Canal Project. Paul taught a water conservation and efficiency class with Meghan at OSU Extension. He reported that the draught is one of the worst since the nineteen-nineties. Some reservoirs are the lowest since they were installed back in the 1950's. Paul is working on about ten irrigation improvement projects.

Quarterly Staff Reports

Director Dean liked the format on the Water Quality and Quantity section because the section defined the area, which staff members were involved, what the funding amount was, and where the funding came from.

Audit Report

Richard Brewster, CPA, presented the District's Annual Audit. He reported that financially the district is a little better than last year. He reviewed the budget versus actual report and stated that the district stayed within the budget. Richard 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 said that the district's internal controls are in place and work well for the organization.

ADMINISTRATION

Agenda

Director Dean asked for time under Update to talk about the Strategic Planning Committee's progress.

Minutes

A motion by Director Campbell with a second by Director Hillers to approve the minutes from September 15, 2021, Board meeting, as presented passed unanimously. Pam suggested that for ease of reading, the attendees should be placed into categories of staff and guests and indicate who is absent.

Treasurer's Report

A motion by Director Hillers with a second by Director Niedermeyer to accept the September treasurer's reports as presented passed unanimously.

UPDATES

Equipment Committee

Trevor reported that since September, eleven landowners have used the No-till Drill to seed 102 acres. Depth plates are currently being installed on the No-till Drill but will not be complete until the rental season dies down. The drill will operate much better as the original parts were bent and cracked. The Equipment Committee will meet in November to discuss purchasing a weed wiper and a trailer. There is \$7000.00 in the equipment budget and trailer prices have almost doubled since last year.

Building Update

Trevor reported that Special Districts of Oregon Association (SDAO) offers a safety grant of \$10,000.00 with a 50% match. The application is due by November 17th and will include another motion light on the east side of the building for lighting the cement steps leading to the sidewalk. Also, a handrail along those steps and at the front entrance of the building. Eight security cameras will be installed on the exterior of the building with one to cover the gated parking lot.

Personnel Committee

The committee is scheduled to meet on October 26th to review the staffing plan. It should be ready to present at the November meeting for Board discussion and approval. The Staffing Plan should correspond with the Strategic Plan. On October 28th, the committee will be interviewing five candidates for the Education and Outreach Coordinator position.

Climate Change Committee

Director Jones has secured a speaker for the February 2022 board meeting. It will be Dr. Markus Kleber who is an expert on soil carbon and carbon sequestration in relation to agriculture practices. Dr. E. Jamie Trammell will speak at the January 19, 2022 board meeting. The topic will be climate change related to urban areas. Marty Main will give a presentation to the board at the next board meeting on November 17, 2021.

Legislative Update

Director Dean met with Pam Marsh, a representative for the 5th District that represents south Jackson County, the main purpose of the meeting was to prepare her as a speaker for the OACD annual conference. They also talked about what the district was doing for the fire efforts. He will be reaching out with other local representatives in the hopes of doing a “meet and greet” with District Manager White.

Strategic Planning Committee

The Strategic Planning Committee met last week. They did not have full attendance, but they were able to brainstorm on the issues and concerns that are related to and impacting the district. Director Dean made notes of the meeting and will send them to the committee with homework suggestions for the next meeting which is scheduled for November 23rd.

OLD BUSINESS

Drug and Alcohol revision - Personnel Policy

A motion by Director Niedermeyer with a second by Director Campbell to approve the drug and alcohol revisions as presented passed unanimously.

Memorandum of Agreement with the Natural Resources Conservation Service (NRCS), JSWCD and the Oregon Department of Agriculture (ODA)

A motion by Director Hillers with a second by Director Hamann to approve the MOA and the accompanying documentation passed unanimously.

NEW BUSINESS

South Obenchain Fire Recovery Contract with Four Elements LLC.

A motion by Director Hillers with a second by Director Niedermeyer to approve the contact with Four Elements as presented and give signatory authority to District Manager White for this contract. There was a question regarding the completion date on the contract and it was clarified by Clint Nichols. **The motion passed unanimously.**

2021 Oregon Association of Conservation District (OACD) Board Election Ballot

A motion by Director Niedermeyer with a second by Director Hillers to select the candidates, Karen Stutzman, and Justin Ferrell, listed on the ballot passed unanimously.

REPORTS

OWEB – Small Grant Team

Director Niedermeyer reported that the Small Grant Team did not receive any applications for the first window. The second window is from December 15th through December 29th. There is \$100,000.00 in funding available. Applications must be submitted on-line. If and when the district submits an application, Director Niedermeyer would like to have a copy sent to her.

OACD

Director Dean reminded the Board that the OACD Annual Conference will be virtual on November 9th and 10th.

SWCC

Director Dean will be attending the Soil and Water Conservation Commission meeting in November.

Agenda Build

Director Dean suggested that the Stormwater Rebate Program that Kora mentioned in her staff update should be added to the agenda to get more details about the program. Director Dean also stated that remote working during and after COVID should be added as an agenda topic. There have been questions about what will happen after COVID. The district already has a policy regarding remote working (Teleworking) in the personnel policy. There should be a board decision on this topic.

The meeting adjourned at 5:07 pm.

Respectfully submitted by: Markie Germer
Markie Germer

Minutes approved as printed:

Steve Dean Date 11-17-21

Approved as amended:

_____ Date _____