



DESCHUTES COUNTY SOIL & WATER CONSERVATION DISTRICT

Board Meeting – October 15, 2020

Meeting location: via Zoom

Current Board Members

Director Zone 1 (Redmond)	Leslie Clark, Treasurer
Director Zone 2 (Sisters)	William Kuhn, Co-Chair
Director Zone 3 (Tumalo)	Jeff Rola, Co-Chair
Director Zone 4 (Alfalfa)	Susan Altman, Secretary
Director Zone 5 (South County & La Pine)	Colin Wills
Director At-Large #1	Robin Vora
Director At-Large #2	Gen Hubert

Directors present: Susan Altman, Colin Wills, Robin Vora, Jeff Rola, Gen Hubert, Leslie Clark, William Kuhn

Staff present: Todd Peplin, Program Lead/Planner; Erin Kilcullen is on vacation

Other attendees: Scott Duggan, OSU Extension; Lars Santana, NRCS

Order of business:

1. Call to Order & Introductions: The meeting was called to order at 9:04 a.m.; all attendees introduced themselves.
2. Public Comments: No public comments.
3. Agency Reports:
 - a. Lars Santana: Got an irrigation-related CIS approved and also a Joint Chiefs proposal, which he forwarded to the board (see attached as Exhibits A and B).
 - b. Scott Duggan: Due to Covid-19, he hasn't been able to do on-farm visits and instead is engaging landowners via phone and video call. Scott usually does 100 engagements per year and has done 110 so far this year. He has seen elevated liver issues in horses this year and is wondering if it is due to alsike clover. OSU Extension is hosting a couple of classes – a pasture class and a virtual western meat school regarding sales and marketing directly to the consumer.
4. Approval of September Minutes:
 - a. **Motion #1 made by Leslie Clark, seconded by Gen Hubert to approve the September regular board meeting minutes.** Rollcall vote: unanimous approval.
5. Treasurer's Report:
 - a. The District's bank balance as of 10/15/20 is \$70,407.36 and the transactions since the last board meeting were:

10/15	Payroll taxes	\$2,746.18
10/13	Check to Kerry Newell	\$685.00
<i>(Pass-through payment from a grant for weed management? Confirm with Todd or Erin)</i>		
10/2	Payroll	\$5,904.30
10/2	Pay Safe Storage	\$34.50
9/22	OSU Continuing Ed	\$90.00
9/21	Deposit	\$398.00 <i>(refund from a training Erin signed up for/paid 9/10)</i>
9/18	SDIS	\$1,455.04 <i>(health insurance premium for Oct/Nov)</i>

- b. Leslie has concerns regarding debit card usage. Because debit card usage is the same as writing checks, there is no board member sign-off as there should be as when checks are written. Leslie has not received any receipts for any of the debit card purchases. Leslie suggests cancelling the debit card and instead ordering a credit card for district usage since that is paid once a month versus bank withdrawals at any time. Colin suggested opening up vendor accounts for regular purchases with certain vendors and also having two board members review the credit card statements. Leslie is wondering if it would take a board resolution in order to open a credit card in the District's name. We will wait until Erin returns from vacation to write up such a resolution.
 - c. Jeff brought up the OACD dues which are around \$1,000. The board needs to receive the invoice and approve payment.
6. Grant Status Report:
- a. Todd Peplin sent a progress report to the district (see attached as Exhibit C) with his grant summary. The District is looking to hire a temporary SWCD employee to help implement the NACD grant; Todd and Erin have been in discussion and have worked on a job description. Robin, Susan, and Gen volunteered to be on a review committee. Todd said that time is of the essence and he and Erin have someone in mind to get started asap. Robin said he thought we should wait for the manager to be back before making a decision on adding and selecting a term employee, and he said he felt all new or open positions should be advertised.
 - b. There was discussion about representatives from the SWCD attending irrigation district board meetings, perhaps DBBC board meetings, and other potential partner board meetings. We are limited in our grant funding, but we have a big partner in NRCS which gives us additional resources.
 - c. Erin has a meeting with OWEB on the 21st regarding the Indian Ford proposal.
 - d. Todd thanked Robin for forwarding an Oregon Conservation & Recreation Fund grant opportunity suggestion – that would be a good resource for forest health and/or wildlife and is an easy application. The grant application is due on October 21.
 - e. Jeff saw something about RCPP funding that came from OWEB; Todd saw that and hasn't looked at it yet but knows that the application date was extended to November 30. This is a program that requires the District to have their ducks in a row before applying. Lars said it takes at least a year to plan a good RCPP proposal; it would be worth considering a workload analysis in planning to submit a proposal this time next year.
7. Tax Base: Todd brought up the idea for a tax base. If the District wants to pursue that then we need to establish a sub-committee to address an action plan with specific goals and deadlines. Todd thinks the District needs to be more aggressive in pursuing that. Leslie agrees and thinks now is a good time to be starting the discussion with the current environmental issues that are forefront in people's minds. Colin forwarded a NOAA forecast for this fall and there is a webinar on 10/22. Jeff thinks the District has been taking steps for the last year and a half to prepare ourselves to start – we have a good and talented staff in place, we are in good standing with the State of Oregon, we have money in the bank, and have active grants. He thinks 2022 would be the election year to go for a tax base. The current water situation shows that there is a need to put a viable tax base together.
8. Board Elections: Todd suggested a person from the South County area to serve in Colin's position beginning next year. Jeff said we should invite him to a meeting to introduce himself and if the board agrees he could be appointed as an associate director.
9. Directors' Reports
- a. Colin thanked the board and said that he will be submitting his resignation in the near future. He'll continue to keep himself informed in District business.
 - b. Gen thanked Colin for his participation on the board. No DRC updates per se, though they have been working on a lot of grant applications and grant management. She will forward a webinar for October 26 about the winter weather outlook.
 - c. Robin continues to participate in the Sagegrouse LIT meetings.
 - d. Susan commented on her participation with the Planning Commission and directed people to the Deschutes County's 2040 website to view the Statewide Planning Goal training sessions.

- e. Jeff has a part-time job that is now taking up more of his time. He hasn't gotten with Crook County about the Sagegrouse stuff but will begin working on that today and into next week.
- f. Bill texted to the group thanking Colin for his time on the board. On his trip going east he drove through a lot of smoke from fires.

The next regular board meeting will be on November 19 at 9:00 a.m. Pending Covid-19 status, it will be held via Zoom or a to-be-determined location.

There being no further business, the meeting was adjourned at 11:00 a.m.

Susan Altman, Secretary



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Addendum: Motions of the Board Meeting – October 15, 2020

Motions made:	Vote result
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Motion #1 made by Leslie Clark, seconded by Gen Hubert:
Approve the September regular board meeting minutes.

Unanimous approval