



Grant Soil and Water Conservation District
721 S. Canyon Blvd. - John Day, OR 97845 - Phone (541) 575-0135
MINUTES OF GRANT SOIL AND WATER CONSERVATION DISTRICT'S
December 6th, 2018 MEETING

Attendance

Directors:

Phil St. Clair – Director
Pat Voigt - Director
Rick Henslee – Director

Joanne Keerins - Director
Roger Ediger – Director
Nick Stiner – Associate Director

Staff:

Pat Holliday – Program Assistant

Jason Kehrberg - District Manager

Visitors:

Lorraine Vogt – Natural Resources Conservation District

ADMINISTRATION

1. Call Meeting to Order – Pat Voigt called the meeting to order at 4:00 pm.
2. Approval of Minutes - Joanne moved to approve the November 1st, 2018 meeting minutes. Phil gave the second with the motion passing unanimously.
3. Introduction of Visitors – There were no visitors in attendance.
4. Public Input – There was no public input.

REPORTS

5. NRCS – Lorraine reported the EQIP deadline will be March 15, 2019. This will be the second year of the RCPP Blue Mts. Vegetation Health Initiative. The 2019 Local Work Group meeting will be held January 29, 2019 at the OR Department of Forestry meeting room. The Work Group will discuss general Grant County priorities.
6. OSU Ext. - A representative was unable to attend.
7. BOR – A representative was unable to attend.
8. John Day Basin Trust - A representative was unable to attend.
9. ODFW Wildlife – A representative was unable to attend.
10. ODFW Fisheries – A representative was unable to attend.
11. ODFW Fish Habitat – A representative was unable to attend.
12. CTWSR of OR – A representative was unable to attend.
13. ODA – A representative was unable to attend.
14. Malheur National Forest – A representative was unable to attend.
15. Freshwater Trust - A representative was unable to attend.
16. USFWS Partners Program – A representative was unable to attend.
17. North Fork John Day Watershed Council – A representative was unable to attend.

18. Upper South Fork Watershed Council – Joanne gave the report in Amy's absence. Council staff has been busy completing the final paperwork required for the Council's 501(c)(3) status. The Council is continuing to work with the Malheur Forest on the Bark Project.
19. Monument SWCD – A representative was unable to attend.
20. OWEB – A representative was unable to attend.

DISTRICT BUSINESS

21. Board Practices Assessment Report – Jason reviewed the Board Practices Assessment conducted by Eric Nusbaum on November 1st. The Assessment provided four recommendations for the District to consider; Develop Board job descriptions; Review staff job descriptions at the time of employee reviews; Create written financial policies; and review and update District policies on a regular basis. Eric will do a 60/90 day follow-up on recommended actions to check progress and offer consulting support if desired. Jason stated he believed creating written financial policies should be the top priority. The Directors agreed by consensus. The Directors discussed the need to be on a schedule to review and update District policies and felt the audit process provided oversight on the District's financial process.
22. Long Range Plan - Jason stated following the Directors suggestions, the District's 2019-2023 Long Range Plan was updated to include a water resources section, relative conservation objectives, and water availability as a specific natural resource concern. Rick stated he was pleased with the addition of the water resources concerns. **Phil moved to approve Grant SWCD's 2019-2023 Long Range Business Plan. Roger gave the second with the motion passing unanimously.**
23. District Building Preventative Maintenance Policy – Jason reviewed the Building Preventative Maintenance Policy with the Directors. **Phil moved to approve the Building Preventative Maintenance Policy. Joanne gave the second with the motion passing unanimously.**
24. Executive Session – ORS 192.660(2)(i) – Pat Voigt stated item 24 will be moved to after item 26.

DISTRICT PROGRAMS

25. Weed Control – Matt was not present due to attending the Interagency Noxious Weed Symposium in Corvallis. Jason stated the Weed Department has been applying residual along road shoulders this fall in order to free up time to accomplish broadleaf weed control in the spring. Matt has been busy working on an OR State Weed Board grant, Top 5 Priority Weeds of Grant County, to be submitted in mid-December.
26. District Programs – Jason reported the District received the signed agreement for the Upper John Day Fish Passage Phase II OWEB grant. The grant will treat two gravel push-up diversions located on the John Day River main stem. The engineering staff is completing permit applications, consultations, and contract packages to support implementation of the District's 2019 and other out year projects. A fence contract is continuing in the lower basin in partnership with OR Dept. Fish & Wildlife. The District hosted a field tour for the OWEB Regional Grant Review Team of a project submitted in the fall 2018 cycle. The District will begin work on an outreach plan for Fox Creek, the new OR Dept. Agriculture Focus Area in early 2019. The JD Basin Partnership's proposal to OWEB's Focused Investment Program (FIP) for implementation funding was ranked first and recommended for full funding. Funding will be distributed to priority projects identified within the Partnership's Strategic Plan, limited to Middle Fork, North Fork, and Thirty Mile sub-watersheds. Jason provided the Directors an update on the status of the Larson water right issue. The Directors agreed by consensus that legal counsel should be sought if needed. Rick stated he felt it was important to take the opportunity to make a presentation to the County Court on the District's programs and that the 2019-2023 Long Range Plan contained valuable information for the Court members.

FINANCIAL BUSINESS

27. Financial Report/Financial Summary – Financial reports for the month of November 2018 were reviewed.
28. Approve Bills – **Joanne moved to approve the bills and financial reports for the month of November 2018. Phil gave the second with the motion passing unanimously.**


Pat announced the meeting would take a 10 minute break and begin again at 5:00pm.

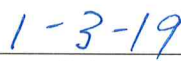
At 5:00 pm Pat Voigt stated the meeting would go into Executive Session, under ORS 192.660(2)(i).

Pat Voigt declared the meeting back in open session at 6:45pm.

Joanne moved to approve a 5% 2018 Incentive payment for all District employees and the 2019 wage adjustments as presented by the District Manager. Roger gave the second with motion passing unanimously.

The meeting was adjourned at 6:50 pm.


Board Chair


Date


District Manager


Date