

West Multnomah Soil & Water Conservation District
Montgomery Park
2701 Vaughn Street, Suite 450
Portland, Oregon 97210
503-238-4775

WMSWCD Minutes 02-19-08 adopted 03-19-08

1. Meeting location and time

- a. Location: Montgomery Park
- b. Time: 6:00 pm
- c. Meeting called to order by Chair Lightcap at 6:00 pm

2. Introductions/Agenda Approval

- a. Those present:
 - i. Directors: Jeff Joslin, Liz Callison, Brian Lightcap, Kim Peterson; George Sowder, Bill Goode (speakerphone).
 - ii. Associate Directors: Bob Wiley; John Eccles
 - iii. Staff: Dick Springer, WMSWCD Office Manager; Jim Robison, Office Administrator; Kate McQuillan, Americorps Invasives Control Coordinator
- b. The Agenda was modified as follows: discussion of LNG Plants in Oregon (See Clackamas SWCD Letter on concern) will be considered last.

4. Minutes and Treasurers Report

- a. **Director Sowder moved, seconded by Director Lightcap, to approve the Draft WMSWCD Minutes 01-03-08. Passed with 6 YES votes; 0 NO votes, and 0 abstentions.**
- b. **Treasurer's Report:** (Treasurer Terri Preeg-Riggsby absent. The financial documents are in the Directors three ring binders under *meeting materials*.)

5. Directors Reports

- a. **Report on SDAO Conference (Springer/Wiley)**

Dick Springer and Bob Wiley reported on the SDAO 2008 Annual Conference which they attended February 8-10 in Bend, Oregon. Bob Wiley summarized the program items which were most important to him which were emergency planning and the importance of auditing. Dick Springer spoke about the program items that were most important to him such as board functioning, human resources, personnel policy and ethics laws, public meeting and public records law.
- b. **Sturgeon Lake/Dairy Creek Project (Springer/Lightcap)**

Dick reported that he had attended the Sturgeon Lake Planning Group Meeting held at the Oregon Department of Fish & Wildlife office on Sauvie Island at 9:00 AM Wednesday, January 23, 2008. [See document: *Sturgeon Lake Mtg Notes 1-23-08.doc*]. The next meeting is scheduled for March 19th, 2008. As background, the WMSWCD has been holding in trust \$30,000 each from the DEQ and ODF&W as a maintenance fund for the project. Dick mentioned that in all likelihood, the next step for the project would be a feasibility study that could cost as much as \$500,000 to complete.

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Director Lightcap proposed that the WMSWCD 'prime the pump' and to demonstrate the commitment and seriousness of this project to WMSWCD by providing seed money of \$100,000 for the feasibility study. He also reiterated that it was of the utmost importance for ODF&W to move to the center and take the lead in the process of organizing and promoting the Sturgeon Lake/Dairy Creek Restoration Project. Dick Springer said that ODF&W needs to ask for funds and time for this project in its current budget process and recommended that the Board track ODFW's budget process for '09 -'11 and to consider participating in the public meetings scheduled later this spring.

Director Lightcap made a motion, seconded by Director Joslin, to have Dick Springer draft a letter to Roy Elicker outlining WMSWCD concerns and urging ODF&W engagement. [Board approves the creation of a Draft Letter by Dick Springer.]

- c. **AmeriCorps updates.** Kate McQuillan gave an update to the Board on her current projects relating to invasive species/weed control; this included: initiating landowner ID mapping; article in *The SW Community Connection* newsletter/newspaper; membership on the Tryon Creek Watershed Council Stewardship Committee; Weed ID on Sauvie Island; and backyard habitat erosion control and re-vegetation education.
- d. **Director Lightcap** noted that Dick and he had met a week earlier and they had reviewed the tasks that Dick felt were important and that need attention prior to his performance review. He said he would get the document to the Board for review and comment.
- e. **John Eccles** reported that Tom Taylor had had a serious accident but was recovering but he was uncertain of the level of his participation in the future in the RAP Camp Video Project. He also reported that the submission date of the Grant Proposal to the Spirit Mountain Community Fund was March 15, 2008. He said that to prepare and modify the grant would take 4 to 5 days work and should include provision for diversity since this was of primary importance to Spirit Mountain.
- f. **Director Joslin** reported on the Esco permit for expanding their landfill on Sauvie Island.
- g. **Jim Robison** reported that the S.I. Drainage Improvement Company funds for their hydrological study.

6. **Old Business**

7. **New Business**

- a. **Election of Officers**

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Director Sowder moved the slate of Officers be Director Lightcap for Chair, Director Joslin for Vice-Chair, Director Terri Preeg-Riggsby for Treasurer, and Director Sowder for Secretary. Director Lightcap seconded. The motion passed with Directors Peterson, Sowder, Lightcap, and Joslin voting YES; and Directors Callison and Goode voting NO.

b. Budget Committee Appointments

Jim Robison informed the Board that for the three positions needed to be filled on the Budget Committee He noted that WMSWCD has five applicants, all of whom applied last year, two of whom are currently on the Budget Committee and willing to continue. They are Jeffrey Kee and Edward Woods. Barbara Scot, Moses Ross, and Karin Hunt all applied last year and are willing to be considered for appointment this year.

The results of the Board vote were:

Karin Hunt 4; Jeffrey Kee 6; Edward Wood 4; Barbara Scot 2; and Moses Ross 1.

Karin Hunt, Jeffrey Kee, and Edward Wood were elected to the Budget Committee. Tom Calabrese, Karen Garber, Jane Hartline, and Josh Townsley will continue.

c. Registered Agent [Notice of Designation of Special District Registered Office and Registered Agent" form]

Director Sowder made a motion, seconded by Director Joslin, to designate Dick Springer as the WMSWCD Register Agent. Passed with 6 YES votes (unanimous).

d. Insurance Liability Coverage

Director Joslin made a motion, seconded by Director Callison to increase WMSWCD insurance liability coverage to \$5,000,000. Passed with 6 YES votes (unanimous). Note: this will require a \$200/year premium increase)

e. Credit Card Policy.

[See: *A RESOLUTION ADOPTING Charge Card Policies_tpr.doc*] Director Goode and the Board agreed on modifications to the draft resolution. [See: document: *A RESOLUTION ADOPTING Charge Card Policies-final.doc* for changes].

Director Joslin made a motion, seconded by Director Goode, to approve A RESOLUTION ADOPTING Charge Card Policies_tpr.doc as amended. Passed with 4 yes votes: Lightcap, Sowder, Joslin, Goode; and 2 NO votes: Peterson, and "Callison.

f. OACD Dues Policy

[See document: OACD Proposed Dues Schedule.]

Dick Springer recommended Option #2 for \$3,200. The Board discussed the three options.

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Director Sowder made a motion, seconded by Director Lightcap, to approve Option #2. Passed unanimously with 6 YES votes.

g. Grant Programs

[See document: *A RESOLUTION Creating Cost Share and Grant Programs.doc*]
Dick Springer said that the resolution was similar to the Grant program that EMSWCD had.

Director Sowder made a motion, seconded by Director Joslin, to adopt A RESOLUTION Creating Cost Share and Grant Programs. Passed unanimously with 6 YES votes.

h. RC&D Funding

Director Callison made a motion, seconded by Director Sowder, to write a letter urging support for continued funding for the RC&D to U.S.

Representatives Blumenauer and Hooley.

Passed unanimously with 6 YES votes.

i. Garden Wise brochure sponsorship

Jim Robison informed the Board that \$1,000.00 has already been approved in the current WMSWCD budget for printing and distribution costs of the weed and Invasives brochure. And this expenditure requires no further Board action.

j. Partnerships – Connecting Green Alliance

The decision of the Board was to have the District Manager attend Metro Green Alliance meetings and report to the Board. The Board will continue to review *Connecting Green Alliance*.

k. LNG Plants in Oregon (See Clackamas SWCD Letter on concern)

[Discussion postponed to next meeting.]

l.

9. Non-Agenda items

- a.** John Eccles will discuss Bank Stabilization District on Sauvie Island in April
- b.** Sheila Ault from the ODA wishes to attend a WMSWCD meeting.

8. Confirm next meeting date and location and adjourn

The West Multnomah Soil & Water Conservation District Board of Directors' next meeting will be Wednesday, March 19, 2008, 6:00pm at the Conservation Conference Room, 2701 NW Vaughn St, Suite 443, Portland.

9. List of documents reference above:

- *Agenda_Feb08.doc*
- *Draft WMSWCD Minutes 01-03-08*

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- Financial documents for 02/19/08
- *Sturgeon Lake Mtg Notes 1-23-08.doc*
- *A RESOLUTION ADOPTING Charge Card Policies_tpr.doc*
- *A RESOLUTION ADOPTING Charge Card Policies-final.doc*
- *A RESOLUTION Creating Cost Share and Grant Programs.doc*