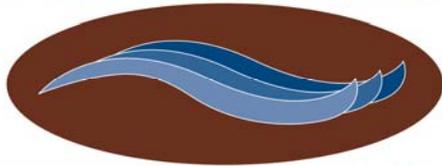


WEST MULTNOMAH



SOIL & WATER CONSERVATION DISTRICT

WMSWCD Minutes 2/16/10

1. Meeting location and time

- a. Location: District office
- b. The meeting was called to order at 6:01 PM.

2. Introductions/Agenda Approval

- a. Those present:
 - i. Directors: Hartline, Lightcap, Miller, Preeg Riggsby, Peterson, and Sowder; Associate Director Wiley
 - ii. Staff: Michael Ahr (Forestry Conservationist), Dick Springer (District Manager), Erica Stokes (Executive Assistant)
 - iii. Agency: Steve Fedje (NRCS)
 - iv. Guests: Nick Andrews (OSU Small Farms; Patrick Proden (OSU Extension Services)

3. Presentations

- a. *Optimizing Nitrogen Use Efficiency on Farms in Multnomah County*¹, Nick Andrews
Associate Director Wiley suggested that WMSWCD hold a workshop in conjunction with OSU Small Farms on how to read a soil test as it is a complex analysis. There is a lot of concern currently on Sauvie Island regarding nitrate levels in well water. Associate Director Wiley also suggested that island residents sample their domestic well water for nitrate levels at the beginning of the OSU program, and then do so again years later to compare the nitrate levels after the program's completion. Nick Andrews noted that groundwater is a different expertise, but OSU will contact the US Geological Service to ensure that survey and sampling methods are good. Director Hartline concurred that island residents would be interested.

Additionally, there are other funding sources that are always pursued by OSU e.g. USDA grant programs.

4. Minutes and Treasurers Report

- a. **Minutes were approved for January 2010 with 6 YES votes.** Director Sowder made a motion to approve the minutes. Director Hartline seconded the motion.
- b. **Treasurer's Reports**
 - i. *WMSWCD-Balance Sheet- As of February 12, 2010*²
 - ii. *WMSWCD-General Fund Budget vs. Actual-July 2009 through January 14, 2010*³
Director Miller noted that he would like to see a Budget Performance Report is not possible with the current budget structure, but will be available during the next fiscal year. Costs for each month will be estimated based on what was expended each month this year. Regular expense amounts e.g. rent will be divided by 12 months and recorded in each month to get the monthly

1 *Optimizing Nitrogen Use Efficiency on Farms in Multnomah County*

2 *WMSWCD-Balance Sheet- As of February 12, 2010*

3 *WMSWCD-General Fund Budget vs. Actual-July 2009 through January 14, 2010*

comparison. Note the grants actual amounts have increased significantly from last month as the grants awarded have now been put into QuickBooks as accounts receivable.

5. Directors and Staff Reports

a. Staff Reports

Staff members Mary Logalbo⁴, Scott Gall⁵, Kammy Kern-Korot⁶, Dick Springer⁷, and Carolyn Myers Lindberg⁸ submitted reports.

Manager Springer noted that the SWCC told ODA to fund Larry Ouja's position out of the \$1M amount to be given to SWCDs. \$400k of that pool will be distributed to the SWCDs and Manger Springer believes that we will get approximately \$10,000 of that funding. He also told the board that he saw the designer of the Stahlbush Farms biogas facility at the Harvest Clean Energy conference that he attended. He has begun exploratory work on the idea of having such a facility within the District. He believes that a feasibility study is the next step with funding coming from the Energy Trust of Oregon, Metro, possible USDA REAP grant funding, and WMSWCD funds. More discussion on this topic will occur at the March board meeting. Director Sowder asked if a consultant would help with this project. Manager Springer said yes. The beneficiaries would be numerous i.e. anyone who needs to get rid of waste and does not want to pay to ship it to Washington. The City of Portland is pursuing another program for food waste compost, but it is just a pilot program at this point.

Manager Springer also informed the board that the Sturgeon Lake Restoration Committee discovered that there is potentially \$150,000 available for a feasibility study of Sturgeon Lake. The Army Corps of Engineers would manage the contracting side of things, but it appears as though WMSWCD would be the "project sponsor". Director Hartline asked if we were moving forward with meeting the OWEB grant requirements. Manager Springer said that WMSWCD has already met with a few consultants and is very focused on getting the awarded monies spent on time.

The District is pursuing possible sites on Sauvie Island, in Linnton, etc.

b. Directors' Report

Director Lightcap noted that he is participating in the OACD Convention Planning process and is focused on increasing the exhibitor and sponsorship revenue. Carryovers from the convention can be used to help get less wealthy districts to the annual convention. He and Carolyn have been in discussions about getting Jack McGowan of SOLV to act as the keynote speaker.

Additionally, Director Lightcap attended the Earth Summit which was an interfaith tabling event. It was very well attended. He, Director Sowder, and Manager Springer all visited the Rocky Point Marina and its owners who were amenable to working with WMSWCD. Kammy Kern-Korot is creating a conservation plan for the property. Rocky Pointe has received a ruling from the county that is on file at the District office.

⁴ Mary Logalbo Staff Report

⁵ Scott Gall Staff Report

⁶ Kammy Kern-Korot Staff Report

⁷ Dick Springer Staff Report

⁸ Carolyn Myers Lindberg Staff Report

Director Miller indicated that he attended the Local Budget Training offered by TSCC, and he suggested that all new board members do so in the future. He thought Tom Linhares of TSCC was a great educator and noted how helpful to the District Tom has been in the budget process. Additionally, Director Miller noted that the draft Employee Handbook edits will be done this week and he will get these to the District. Also, he is requesting an evaluation for Manger Springer to be completed by the board, with staff input, during the month of March.

Director Preeg Riggsby attended the Edible Garden Resources Fair which was very well attended. She has been attempting to recruit additional citizen budget committee members, but has been unsuccessful thus far. There are 3 open seats. She also reminded the board to publicize the Cash for Conservation workshop that is happening on Saturday, February 20th.

Director Hartline mentioned that she tabled at the Raptor Road Trip on Sauvie Island. There were over 1600 attendees. She was encouraged by the large amount of people who are interested in Backyard Habitat Certification, invasive weed removal, and native plantings. She also chain sawed ivy and treated the ivy stumps of 30 trees at Warrior Point.

6. Discussion

a. Partner Funding

Director Preeg Riggsby presented the *Partner Funding Criteria*⁹ to be used to screen applicants requesting WMSWCD funds. Director Hartline suggested the potential for a pre-screening committee. Director Miller requested that proposals include financial statements and budgets. If funding is awarded then the applicant will sign a Memorandum of Agreement and be required to recognize the WMSWCD, provide, and annual report, etc. This discussion will be continued at the next board meeting.

b. Budget Committee

There are 3 slots open on the budget committee for citizen members. Director Sowder suggested John and Kate Eskew as possible candidates. They are on Manager Springer's list. Director Lightcap said that he would make personal phone calls to the candidates to encourage them to join.

c. Officer Elections

Director Miller proposed that the board consider instituting term limits on its officer positions to prevent burnout of board members, bring new and different energy to the position, and to encourage the board to be thoughtful about who is coming onto the board following them. All board members have their own strengths and weaknesses that they bring to the board. Director Preeg Riggsby noted that the term limit rules could be written so that board members could cycle back into office positions after they have been out of the position for a year. Director Hartline noted that this was why she left the Audubon board i.e. when she knew it was time for new blood on the board. Manager Springer concurred.

Director Lightcap noted that he has institutional knowledge to offer and he could act as a Director Emeritus too. Additionally, he mentioned that the vice chair could run every other meeting to prepare them to take over the chair position as a way to groom them for the chair role. Director Sowder asked what the term lengths for office positions would be. Director Miller suggested that the board consider 2 year terms with the option of reapplying for the positions after a year off.

⁹ *Partner Funding Criteria*

Director Miller made a motion to consider further discussion for board officer term limits at the January 2011 meeting. Director Lightcap seconded the motion. All (6) AYES.

Director Miller made a follow up motion to keep the current directors in their board office positions for the remainder of this year, and to decide terms limits at the January 2011 meeting. Director Preeg Riggsby seconded the motion. All (6) AYES.

d. Meeting with East Multnomah SWCD's Board

Director Lightcap noted that both boards for EMSWCD and WMSWCD have approved a joint meeting which will happen after the budget process is complete in June. This meeting will provide an opportunity to discuss potential partnership opportunities and to ensure that the Districts are not acting in a duplicative manner. Director Miller requested that the meeting be more social in nature than looking at PowerPoint presentations.

Confirm next meeting date and location and adjourn.

The next meeting will occur at 6:00 PM on Tuesday, February 16, 2010 at the Montgomery Park building. This will be a short meeting and discussion will include the biogas/biomass facility and the partner funding criteria.

Meeting adjourned by Chair Lightcap at 8:35PM