

**CLATSOP SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
MINUTES – APRIL 10, 2013
OSU EXTENSION CONFERENCE ROOM
ASTORIA, OREGON**

Those in attendance:

Mike Seppa – Director at large 1, Chair
Cary Johnson – Director at large 2
Katherine Kahl – Director Zone 2, Treasurer
Ted Warila – Director Zone 3
John McKesson – Director Zone 4
Wayne Carmichael – Director Zone 5
Misty Metcalf Ogier – Office Manager
Wendi Agalzoff-LaRue – District Technician
Nathan Herr – CREP Technician
Sarah Tanavasu – NRCS District Conservationist
Rebecca Pederson – NRCS
Emily Fife – NRCS Basin Team Leader
Eric Nusbaum – ODA
Manette Simpson – ODA
Tessa James Scheller – Associate Director
Laurie Carmichael – guest
Aretta Christie - guest

CALL TO ORDER

Chair, Mike Seppa called the meeting to order at 9:59 AM.

INTRODUCTIONS

Introductions were conducted for the behalf of guests.

MINUTES

Approval of the Regular Meeting Minutes for March 13, 2013 was tabled until the next meeting.

FINANCIAL

The Office Manager distributed a report for the month of March 2013 which included a list of transactions for the checking and petty cash accounts, customers served report and activities report.

ACTION ITEMS

District Technician hours per week – The Office Manager reported the TA/LMA funding was below the carry over maximum of \$10,500 with the District Technician working full time for the third quarter and asked the Board to make recommendation for the fourth quarter. The office manager recommended upon reviewing the financial reports that funding should be available for full time employment with no overtime. ***Ted Warila moved to approve the District Technician working 40 hours per week with trying to avoid accruing overtime from the TA/LMA funding, Wayne Carmichael moved, motion approved unanimously.***

TA/LMA funding, Scope of Work & Area Plan – The Scope of Work and Area Plan were discussed. *The Chair entertained a motion to approve the TA/LMA Scope of Work and Area Plan for 2013-2015, Ted moved, John McKesson second, motion approved unanimously.*

BUSINESS

Director's comments on 2013-14 Annual Work Plan – Distributed to Directors for input at the last meeting. No comments submitted.

Directors Workshop – Eric Nusbaum from ODA presented information on steps for applying for a Tax base, Directors powers and responsibilities, the importance of Director's reading the guide for public officials, legal requirements and treatment of employees. Eric distributed the guide for public officials and handouts from the Biennial Director's Training held outside of the area.

NRCS Overview and update – The NRCS Basin Team Leader, Emily Fife explained that Mitch will once again be the acting as the District Conservationist for the District. This will be Sarah Tanavasa's last day as the DC for Clatsop SWCD. Rebecca Pederson will be working with landowners on active projects in our area. Filling the position for the long term is unknown at this time with budget sequestration. Emily asked if directors had any input about filling the vacancy. Three Directors shared hope that the District Conservationist position be filled and noted success and progress of having a person in this position as oppose to a vacancy.

Associate Director, Tessa J. Scheller asked about the formal recognition of the 50 year sunseting of PL 566. Emily will check with the District Engineer and will let us know how that will be formally addressed.

REPORTS

District Technician – Wendi Agalzoff-LaRue. Report reviewed. See report. Wendi has discovered an interested intern and asked permission from the Board to continue pursuing a volunteer Internship for the District. Director Johnson gave a background explanation. Director Kahl expressed support. *Katherine Kahl moved to have Wendi continue pursuing an internship effort and report her findings back, John McKesson second, motion approved unanimously.*

CREP Technician – Nathan Herr. Report reviewed. See report.

District Conservationist – Sarah Tanuvasa. See report.

Associate Director – Tessa J. Scheller shared about his efforts to remove horses from a dike in Diking District #11 and expressed concern about cattle on all Dikes.

ADJOURN

Meeting was unanimously adjourned at 11:30 AM.

MINUTES APPROVED: _____, **CHAIR**

DATE: _____