

**CLATSOP SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
MINUTES – MAY 8, 2013
CREST CONFERENCE ROOM
ASTORIA, OREGON**

Those in attendance:

Mike Seppa – Director at large 1, Chair
Jerome Arnold – Director Zone 1
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
Mitch Cummings – NRCS District Conservationist
Rebecca Pederson – NRCS Soil Conservationist

CALL TO ORDER

Chair, Mike Seppa called the meeting to order at 10:05 AM.

ANNOUNCEMENTS

Budget Committee Meeting is scheduled for Monday, June 10th at 3:00pm.

MINUTES

Regular Meeting Minutes March 13, 2013 - *The Chair entertained a motion to approve the March 13, 2013 regular meeting minutes, Ted Warila moved, Wayne Carmichael second, motion approved unanimously.*

Regular Meeting Minutes April 10, 2013 – *The Chair entertained a motion to approve the April 10, 2013 regular meeting minutes, Ted Warila moved, Wayne Carmichael second, Jerome Arnold abstained, motion approved.*

FINANCIAL

The Office Manager presented a report for the months of March and April of the General fund budget vs. actual, a list of transactions for the checking and petty cash accounts, customers served report and activities report. The office manager discussed with the Board concerns about employee safety working on and around the water following the accident in Coos County. The office manager shared with the Board the Connect 2013 Training classes attended.

In reference to the office manager line item remaining budget in the General fund budget vs. actual report, the office manager proposed to increase the hours of her position from 5 to 8 hours per day for the remaining fiscal year months of May and June 2013, in order to accomplish some delinquent tasks in need of completion. *The Chair entertained a motion to approve increasing the office manager's hours to 8 hours per day for the month of May and June 2013, John McKesson moved, Jerome Arnold second, motion approved unanimously.*

The Chair entertained a motion to approve the financial report, Jerome Arnold moved, John McKesson second, reported accepted unanimously.

ACTION ITEMS

Cannon Beach Farmers Market – The District Technician asked if the Board only wanted to take advantage of the free community time slots or purchase additional time slots to have an outreach booth at the Farmers market. The Board encouraged the Technician to research and utilize community free booths at farmers markets in the county. *Jerome moved to authorize up to 2 booth rental fees for the Cannon Beach Farmers market paid from the outreach budget line item if free rentals do not exist, John McKesson second, motion approved unanimously.*

NEW BUSINESS

FY 2012-2013 Annual Report – The office manager requested ideas for the Annual report covering 2012-2013. No suggestions were submitted.

RC&D Dues – The Board reviewed the budget and the Chair entertained a motion to NOT pay the \$325.00 RC&D Dues contribution due to funding constraints, Ted Warila moved, John McKesson second, Wayne Carmichael abstains, motion approved.

Cattle on the Dikes – The board was unclear of the District's role in this issue and will discuss further when Tessa James Scheller (whom requested the item be on the agenda) is able to make it to the next meeting. The Board discussed the importance of remaining a non-regulatory, outreach agency.

North Coast Watershed Association – Director John McKesson reported on the re-activation of the Nicolai-Wickiup Watershed Council and inquired if any other Directors knew when the next NCWA meetings will be held. John expressed concern about learning of efforts to closing the select area fishery on Youngs Bay.

OLD BUSINESS

TA/LMA funding, Scope of Work & Area Plan – The final TA/LMA scope of work and area plan for 2013 to 2015 was distributed to attendees. *The Chair entertained a motion to approve the TA/LMA scope of work and area plan for 2013 to 2015, Ted Warila moved, John McKesson second, motion approved unanimously.*

FY 2013-14 Annual Work Plan – *The Chair entertained a motion to attentively approve the Annual Work Plan verbiage until the personnel committee is able to meet and come up with a time analysis and allocation of hours for staff, volunteers and directors, Wayne Carmichael moved, Ted Warila second, motion approved unanimously.*

REPORTS

District Technician – Wendi Agalzoff-LaRue. Report reviewed. See report.

Wendi proposed purchasing a case and lanyard for the newly purchased Garmin GPS in the amount of \$50.00. *Jerome Arnold moved to approve expending up to \$50.00 for the*

purchase of protective equipment for the new GPS, Ted Warila second, motion approved unanimously.

Wendi presented a proposal to purchase a used laptop computer from Polk SWCD in the amount of \$250.00, she was uncertain if this laptop came with software or not. The Board agreed to have her continue researching this purchase and bring the information to the next meeting.

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

District Conservationist – Mitch Cummings. Mitch and Rebecca reported on the status of the Farm Bill and the uncertainties of funding. Mitch gave Directors his contact information. Rebecca reported on projects she is wrapping up for Sarah and has Sarah's old cell phone if anyone is in need of contacting her.

BOARD MEMBERS

Director Zone 1 – Jerome Arnold. Jerome reported that he testified at the legislature on the OWEB budget. Jerome reported on an April community meeting regarding the Ecola lake and wetland inventory where it was agreed to do a safe harbor ordinance and to do an overlay for lake & wetlands for Ecola Creek area. Jerome also attended the Clatsop County Commissioner meeting and reported that the County voted to approve the District's request to fund \$6,000.

Director Zone 2 – Katherine Kahl. Katherine reported that she is using the Districts diorama model at a 4-H meeting on May 14th that shows the effects of water run-off.

Director Zone 3 – Ted Warila. No report.

Director Zone 4 – John McKesson. John reported that he attended the construction of party of the new Business building brigade with Debbie Boone. John also noted the success of landowners pasture management within his zone along with new rules on Ditches.

Director Zone 5 – Wayne Carmichael. No report.

Director at large position 1 – Mike Seppa. No report.

Director at large position 2 – Cary Johnson. Absent.

ADJOURN

Meeting was unanimously adjourned at 11:39 AM.

MINUTES APPROVED: _____, CHAIR

DATE: _____