

**CLATSOP SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
MINUTES – JANUARY 8, 2014
OSU COUNTY EXTENSION CONFERENCE ROOM
ASTORIA, OREGON**

Those in attendance:

Mike Seppa – Director at large 1, Chair
Cary Johnson – Director at large 2
Jerome Arnold – Director Zone 1
Katherine Kahl – Director Zone 2, Secretary/Treasurer
Ted Warila – Director Zone 3
Wayne Carmichael – Director Zone 5
Misty Metcalf Ogier – Office Manager
Wendi Agalzoff-LaRue – District Technician
Manette Simpson – ODA, SWCD Program Leader

CALL TO ORDER

Chair, Mike Seppa called the meeting to order at 10:12 AM.

INTRODUCTIONS

Introductions were conducted.

GUIDEBOOK REVIEW

The Office Manager reviewed the Introduction to the new SWCD Guide Book suggesting that a portion of the guidebook be reviewed at each monthly meeting and explained one of the ODA Natural Resource Program Duties according to ORS 561.400 is to provide administrative oversight to the SWCD Program.

Manette Simpson, SWCD Program Leader was introduced.

PRESENTATION

Manette Simpson the ODA SWCD Program Leader introduced herself formerly to the Board. Manette explained her background experience and position she currently holds. Manette explained the ORS Statue that she works to uphold, she provides tech support to the Soil & Water Commission, works with OACD, NRCS and external partners. She explained that she is involved with troubleshooting for Districts, helping Districts with Long Range Plans; operations review and review OWEB listening sessions. She explained that Heather Rickenbach is in charge of Grants and Elections, while Eric Nusbaum is in charge of District Training. Manette also explained that lottery funds are down and encouraged Districts to find other sources of sustainable funding.

MINUTES

Regular Meeting Minutes, December 11, 2013 - *The Chair entertained a motion to approve the December 11, 2013 regular meeting minutes, Jerome Arnold moved, Ted Warila seconded, motion approved unanimously.*

ACTION ITEMS

Review 2014 Calendar – The Board agreed to keep the regular meeting on the 2nd Wednesday of the month and to not hold a meeting during the month of August.

Set Annual Meeting – The Board discussed possible dates, the office manager requested that the meeting be held on the Districts 50 year date of formation, October 12, 1964. ***Per ORS 568.580 the Chair entertained a motion to hold the Clatsop SWCD Annual Meeting on October 12, 2014, Jerome moved, Ted Warila seconded, motion approved unanimously.***

SDAO Training Conference in Seaside – ***Jerome Arnold moved to send the Office Manager to the training session in Seaside if schedule permitted it, Ted Warila seconded, motion approved unanimously.***

Per Diem 1/1/2014 changes – ***Ted Warila moved to approve the POV mileage rate from .565 cents per mile to .56 cents reimbursement per mile and per diem guidelines initiated October 1, 2013 as of January 1, 2014, Wayne Carmichael seconded, motion approved unanimously.***

FINANCIAL

Office Manager's report - The Office Manager passed around the SDAO Bylaws change notification for Director's to review. The Office Manager presented a report of activities, customers served, general fund budget vs. actual, a list of transactions for the checking account and petty cash for the month of December 2013. ***The Chair entertained a motion to approve the reports submitted by the office manager, Ted Warila moved, Cary Johnson seconded, report approved unanimously.*** The office manager passed around a report from Oregon Department of Agriculture's TA/LMA funding accomplishments for 1st Quarter, so that the Board could observe the accomplishments of our District in comparison to other districts in Oregon.

OACD Dues – The Board reviewed correspondence from OACD, Executive Director, Jerry Nicolesci requesting dues payment for 2014 in the amount of \$1000.00. ***The Chair entertained a motion to approve payment of the 2014 OACD dues in the amount of \$1000.00, Jerome Arnold moved, Wayne Carmichael seconded, motion approved unanimously.***

NEW BUSINESS

Connect Training 2014 – The Office Manager announced that Connect Training for Oregon SWCD & Watershed Council employees is scheduled for April 30th – May 2nd, 2014 in Welches Oregon this year and requested directors to be thinking if they would like to send staff this year.

REPORTS

District Technician – Wendi Agalzoff-LaRue. Report reviewed. See report. By consensus, the Board approved to advertise for the plant sale and to send out mailers. Cary Johnson encouraged the District Technician to approach the City with a weed plan and suggested contacting Brett Estes the Assistant City Manager.

CREP Technician – Nathan Herr. Absent. A final CREP report will be available at a later date.

NRCS – Tria Yang. See Report. Tria also gave the Board guideline information on the Conservation Implementation Strategy program known as CIS and CAFO (Confined Animal Feeding Operation) permit renewal information.

BOARD MEMBERS

Director Zone 1 – Jerome Arnold. Jerome reported that he is still working with a High School senior with his water quality project which is trying to re-establish water quality monitoring on Ecola Creek and will be attending the OCZMA meeting in Tillamook in February.

Director Zone 2 – Katherine Kahl. No report.

Director Zone 3 – Ted Warila. No report.

Director Zone 4 – John McKesson. Absent.

Director Zone 5 – Wayne Carmichael. Wayne announced that as Director of Oregon Lakes Association, there will be an Annual Meeting held at the Clatsop Community College in October and the theme this year is “Water Quality” and encouraged Directors involvement and support.

Director at large position 1 – Mike Seppa reported that he and Ted Warila attended the Youngs Bay Watershed Council meeting and discussed the pressure that is being put on Coordinators across the State to network with SWCD’s.

Director at large position 2 – Cary Johnson. No report.

ADJOURN

Wayne moved to adjourn, Ted seconded, meeting was unanimously adjourned at 11:51 AM.

MINUTES APPROVED: _____, CHAIR

DATE: _____