

PUBLIC COMMENT

No public comment

REPORTS**NRCS (Natural Resource Conservation Services)**

Don informed the Board that the NRCS programs are going strong in Columbia County, adding that he has received about 30 EQIP (Environmental Quality Incentives Program) applications. Don mentioned that Friday is the deadline to receive applications for 2019 funding. Discussion held.

LCRWC (Lower Columbia River Watershed Council)

Randy was in a telephone meeting today with Allan and Ian. He added that there were no classes about fish at the Connect conference and that he was surprised. Discussion held.

SBWC (Scappoose Bay Watershed Council)

Deb informed the Board that the council's annual Native Plant Sale was last weekend. She added that they had record sales and that the greenhouse looks really good.

OLD BUSINESS

- **Regional Conservation Partnership Program (RCPP):** Nathan explained that the comments that were returned from the National Watershed Team last month are still being worked on. He added that there will also be one more public meeting regarding the plan. Nathan also mentioned that he is working to complete old RCPP reports. Discussion held.
- **Fox Creek:** Nathan explained that the Daily News called again, wanting to discuss the Fox Creek Agency meeting that Nathan and Jason attended last month. He added that the gentleman he spoke with said that the public records request can be considered complete, but he hasn't received this in writing yet. Bob recommended that Nathan send a letter to the Daily News to confirm the conversation. Brief discussion held. Nathan added that the original feasibility grant was sent to Rainier as discussed last month. Discussion held.
- **Budget:** The Budget committee is scheduled to meet May 9th. Nathan explained that he and Malyssa are currently working on the budget. Bill asked if Malyssa should serve as the budget officer. Discussion held. Randy asked where the notices are published; the CSWCD normally publishes the public notices with the newspapers and on their website. Brief discussion held. Randy would like the notice published in the Vernonia Voice, the Chronicle, the Clatskanie Chief and the Spotlight, as well as online.

NEW BUSINESS

- **Selene Salary Adjustment:** Nathan explained that Selene had her employee evaluation in December. During the evaluation, the District Manager agreed that Selene would receive a \$1/hour raise with a good performance review. Nathan added that the raise has not yet been given to Selene. Discussion held.

Motion: Eagle/VanNatta Approve the Columbia SWCD provides Selene a \$1/hour Salary increase.
Approved Motion passed by unanimous vote.

Jason asked if the District ever used a salary chart, Nathan explained it wasn't approved. Brief discussion held. Randy asked if all of the staff were reviewed. All of the staff have had reviews except for Nathan and Malyssa. Craig asked if it would be better to have Richard work on the salary table. Bob recommended that the staff work with Richard to create a table. Randy added that the personnel committee needs to be re-established since the members are no longer with the District. Discussion held.

- **Columbia County Citizen Corps:** Eva Frost contacted the CSWCD in hopes of placing the building on a map in case of a natural disaster. The property would be a place for citizens to come for food, water, etc. Discussion held.

Motion: Ellis/Eagle to Approve the Columbia County Citizen Corps use the CSWCD facility on their map. **Approved Motion passed by unanimous vote.**

- **Board Emails:** Nathan explained that the Board Training held by Eric Nusbaum last month recommended that the Board members have separate email accounts to handle District business. Through the District's Gmail suite, it would be \$5/account, or the Board can create their own separate accounts. Discussion held.
- **Board Job Description Policy:** Nathan explained that the Board Job Description policy was also discussed at the Board training last month. He and Malysa worked with SDAO to create the descriptions. Brief discussion held.

Motion: Eagle/Brimacombe to accept the Board Member Job Descriptions as presented. **Approved Motion passed by unanimous vote.**

- **Financial Policy/Secretary of State Resolution:** The CSWCD's auditor called last week to inform the District that they should be receiving a letter in the mail from the Secretary of State regarding a monitoring policy. The District had not received this letter from the Secretary of State, but Malysa and Nathan had already been working on a financial policy/procedure with SDAO, which was presented to the Board. Discussion held. Randy would like to table this discussion and approval to next month's meeting.
- **Work Plan:** The Board received a copy of the plan at last month's meeting for review. Nathan mentioned that Deb emailed him requesting funds for more Board-led education to students. Deb added that she is willing to coordinate volunteers. Don added that the workplan hardly mentions NRCS and the partnership between them and the CSWCD. Discussion held. Nathan hopes to have a draft of the work plan out soon for the Board to review before the next meeting.
- **Ash Creek:** A copy of the Professional Services Contract for noxious weed treatment between the CSWCD and Ash Creek Forest Management LLC was provided to the Board for review. This contract is to allow Ash Creek to treat Garlic Mustard along Scappoose Creek.

Motion: Bergman/VanNatta approve the Contract with Ash Creek. **Approved Motion passed by unanimous vote.**

Randy added that he would like to make an addition to the work plan to help cooperators manage weeds. Discussion held regarding lending out back pack sprayers that the District owns.

EXECUTIVE SESSION

The Board held an executive session to consult with Legal Counsel concerning rights and duties regarding current litigation or litigation likely to be filed pursuant to ORS 192.660(2)(h).

THE BOARD RETURNED TO REGULAR SESSION

Motion: After Executive Session, there was a Motion by Bill Eagle to authorize Malysa Legg to be the primary cardholder on the US Bank credit card, allowing Malysa Legg to have primary access and be the financial administrator with US Bank for the District, the Motion was seconded by Randy Bergman and **carried unanimously.**

There was also a discussion regarding appointment of Personnel Committee members. Discussion indicated Lona Pierce, Randy Bergman and Nathan Herr are possibilities to be on the Personnel Committee but the Board decided to table this discussion to a later date.

THE MEETING ADJOURNED AT 9:18 PM

Respectfully Submitted by:

Jennifer Steinke

Jennifer Steinke, Office Assistant