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# Minutes of the Columbia SWCD Board of Directors Meeting February 21, 2024

#### **Directors Present:**

Debra Brimacombe, Vice Chair Bill Eagle, Secretary Jeff VanNatta, Treasurer Dave Freytag Michael Calhoun, Chair

# Natural Resources Conservation Service (NRCS):

Hannah Isaacs, District Conservationist Bekah Gaxiola, Soil Conservationist

# Scappoose Bay Watershed Council (SBWC):

Rachell Meyers, Council Coordinator, CSWCD Associate Director

### **CSWCD Staff:**

Malyssa Legg, District Manager Jennifer Chavez, Operations Coordinator Amber Kester, Resource Conservationist Crystalyn Bush, Resource Conservationist Selene Keeney, Sr. Resource Conservationist

#### **Public**:

Dwayne Meisner Jason Legg Claudia Eagle Margaret Magruder, Columbia County Commissioner Andrea Kreiner, Executive Director

#### CALL TO ORDER OF ANNUAL BOARD MEETING: 4:0 PM

# ANNUAL REPORT:

Malyssa introduced the annual report and copies were provided.

**<u>AUDIT:</u>** A copy of the Audit was provided to the directors. A brief discussion was had.

#### STAFF ANNUAL REPORTS:

- -Crystalyn presented on the Perkins Creek/RCPP (Regional Conservation Partnership Program) project and the 2022-23 weed projects.
- -Amber gave a presentation on the Small Grant program through OWEB (Oregon Watershed Enhancement Board). The district oversaw 6 small grant projects in the 2022-23 fiscal year.
- -Selene presented the Carr Slough Phase 1 project at Prescott Beach and discussed the plan for Phase 2.

Annual Board meeting was adjourned at 4:55 PM

# CALL TO ORDER OF REGULAR BOARD MEETING: 5:44 PM

<u>Officer Nominations and Approval:</u> Motion Eagle/Brimacombe to cast a unanimous vote to maintain the current slate of elected officers as they stand. Approved Motion passed by unanimous vote.

- Michael Calhoun Chairman
- Debra Brimacombe Vice-Chair

- o Jeff VanNatta Treasurer
- o Bill Eagle Secretary

**Prior Month's Minutes:** Jeff made a correction to mention the Army Corps of Engineers in his report. **Motion Eagle/VanNatta** to approve the Minutes from 1-17-24 with the corrections. **Approved Motion passed by unanimous vote.** 

**Financial Report:** Motion VanNatta/Eagle to accept the Financial Reports from 1-31-24. Approved Motion passed by unanimous vote.

<u>Bills to Pay</u>: Motion Brimacombe/ VanNatta approve to pay the bills. Approved Motion passed by unanimous vote.

BILLS TO PAY (US Bank) February 21, 2024				Expenditure Splits	
Ck#	Payee	Memo	Amount	CSWCD	GRANT
2991	Jennifer Heidrich	Cleaning Services January 2024	\$360.00	\$360.00	\$0.00
2992	Pershing LLC	Retirement payment January	\$2,098.28	\$2,098.28	\$0.00
2993	Pershing LLC	Retirement payment January	\$2,273.84	\$2,273.84	\$0.00
2994	LCEP	Water Quality Monitoring	\$3,722.40	\$3,722.40	\$0.00
2995	SDIS	Liability, property, and auto insurance	\$19,905.00	\$19,905.00	\$0.00
2996	Umpqua Valley Financial	Interim Audit Payment	\$5,855.00	\$5,855.00	\$0.00
2997	Waterways Consulting	Conyers Creek Habitat	\$20,202.65	\$0.00	\$20,202.65
		SUBTOTALS >>>>>>	\$54,417.17	\$34,214.52	\$20,202.65
TOTAL REQUESTS >>>>>>>>>>>					\$54,417.17

#### **PUBLIC COMMENT**

- Margaret expressed how much she enjoyed the staff presentations and thanked the board for having her.
- Andrea introduced herself and thanked the board for having her as well.

#### REPORTS

- NRCS: Hannah introduced herself and Bekah, who had to leave after the annual meeting. Hannah mentioned that the NRCS Local Work Group is scheduled to be held virtually next week on Wednesday, February 28, from 9:30 AM 12 PM.
- **SBWC:** Rachell said that the council is gearing up for a busy summer, with projects planned for Veteran's Park and Raymond Creek, as well as a large shade analysis. She added that the council also hired a GIS intern from Portland Community College.
- <u>Upper Nehalem Watershed Council (UNWC)</u>: Michael explained that the council has taken over the Vernonia Salmon Festival and would like to formally invite the CSWCD to partner. A brief discussion was held.
- Lower Columbia River Watershed Council (LCRWC): Margaret is working on getting the council reorganized and she and Chip are continuing the council's meetings. They are looking for a coordinator and/or help with grant writing, there are several potential projects in the area. She added that they will be reaching out to the CSWCD soon for assistance.

#### **NEW BUSINESS**

- April Board Meeting Date: Malyssa explained that the April board meeting is scheduled during the Oregon Conservation Education & Assistance Network (OCEAN) Connect+ Conference that she and most CSWCD staff will be attending. She asked if the board would like to reschedule April's meeting or skip it. Michael suggested skipping the meeting. Bill recommended waiting to decide until next month's meeting.
- <u>2024/2025 Workplan</u>: A copy of the work plan was given to the board for review. A brief discussion was held.
- **Budget Calendar:** A copy of the budget calendar was given to the board.

**Motion Eagle/VanNatta** to approve the budget calendar as presented. **Approved Motion passed by unanimous vote.** 

- <u>Budget Committee:</u> Malyssa explained that there is one seat that needs to be filled.
  Discussion was held.
- Budget Officer:

Motion Eagle/Brimacombe to elect Malyssa as the budget officer. Approved Motion passed by unanimous vote.

### **BOARD REPORTS**

- Bill attended the coffee & commerce meeting and highlighted the CSWCD.
- Deb mentioned that she has been volunteering with the CSWCD staff. She added that there is a large oak tree at Chief Concomly Park in Scappoose that the District and SBWC are interested in obtaining historical recognition for. Rachell mentioned that an arborist working with the City had confirmed that the tree is over 300 years old. Deb would like board members to volunteer to help make this a heritage tree. Discussion was held.
- Jeff has been watching the culvert at the Clatskanie River that the county put on hold. He added that he is curious how the district could help fix Apiary Road. He is unsure if it is classified as a fish-baring stream, but a lot of woody debris needs to be removed and about four more culverts added. Discussion was held.

#### **MEETING ADJOURNED AT 6:18 PM**

Respectfully Submitted by: Jennifer Chavez

Jennifer Chavez, Operations Coordinator