

35285 Millard Road St. Helens, OR 97051 Ph: 503.433.3205

www.*columbiaswcd*.com

# Minutes of the Columbia SWCD Board of Directors Meeting May 20, 2020

Directors Present: Jason Busch, Chair Jeff VanNatta, Treasurer Debra Brimacombe, Director Bill Eagle, Secretary (via ZOOM video call) Dave Freytag, Director (via ZOOM video call)

**Directors Absent:** Randy Bergman, Vice Chair

**SWCD Staff:** Nathan Herr, DM Jennifer Chavez, OC

# CALL TO ORDER OF REGULAR BOARD MEETING: 7:02 PM

**Prior Month's Minutes: Motion** Eagle/VanNatta to approve the Minutes from 2-19-20. **Approved Motion passed by unanimous vote.** 

**Financial Report: Motion** Eagle/ Brimacombe to accept financial Report from 4-30-20. **Approved Motion passed by unanimous vote**.

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

				Expenditure Splits	
Ck #	Payee	Memo	Amount	CSWCD	GRANT
2581	Country Media Inc.	Budget Meeting Postings	\$360.30	\$360.30	\$0.00
2582	Elevator Solutions	Elevator Maintenance	\$367.50	\$367.50	\$0.00
2583	Pamplin Media Group	Budget Meeting Postings	\$123.84	\$123.84	\$0.00
	US Bank Visa	Charges 04/03/20 – 05/03/20	\$280.31	\$280.31	\$0.00
		SUBTOTALS >>>>>>	\$1,131.95	\$1,131.95	\$0.00
TOTAL REQUESTS >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>					\$1,131.95

# PUBLIC COMMENT

No public comment.

#### **OLD BUSINESS**

• **Family First Coronavirus Response Act (FFCRA) Emergency Leave Policy:** A copy of the policy was given to the board. Nathan explained that this is a required policy that explains the actions needed when employees need to take leave due to COVID-19. Nathan explained that the office is currently following the Center for Disease Control (CDC)'s guidelines, with most staff working from home during the majority of the week. Jason asked hoe much of the policy is State or Federal requirements. Brief discussion held.

Freytag arrived via Zoom video call at 7:18 PM.

**Motion: Eagle/VanNatta** to approve FFCRA Emergency Leave Policy as presented. Brief discussion regarding making changes later if needed. **Approved 4, Freytag opposed due to missing most of discussion. Motion passed.** 

- **Regional Conservation Partnership Program (RCPP):** A copy of the plan was given to the Board. Nathan informed the Board that the plan has been officially approved and set to move forward. He explained that there was not a template for this plan, adding that it took about three years to complete. He mentioned that Selene created most of the plan and that he is very pleased with her work. Brief discussion held.
- **Board Meeting Time Change:** Nathan explained that the topic of discussion was tabled during February's Board Meeting. Bill mentioned he would like to see the meetings take place at an earlier time. Nathan recommended 3:00 PM 4:00 PM, while staff would likely still be in the office and believes other agencies would attend. Discussion held.

**Motion: VanNatta/Eagle** to approve changing the Board Meeting time to 4:00 PM on the regular, already scheduled Board Meeting days. **Approved Motion passed by unanimous vote.** 

- **Business Plan:** A copy of the CSWCD Strategic Plan and Workplan was given to the Board. Nathan explained that a new plan is needed by July 1 and that he would like ideas from the Board for what direction they would like to go. Discussion held. Nathan added that he would like to have a draft to the Board within the next two weeks. Bill mentioned that he believes Crystalyn and Selene should have input, adding that it will affect their jobs. Jason appointed Bill, Deb, Nathan and staff that Nathan sees fit, to begin a sub-committee to start reviewing the business plan.
- **Hiring Update:** Nathan explained that the District is still in the process of hiring. Interviews have been put on hold due to the coronavirus. Nathan added that with most of the office working from home, it would be best to wait until the new hires can begin working in the office. Brief discussion held.
- **Project Update:** With the Board Meeting time changing, Nathan would like to start adding project updates to the first set of reports so staff can present at the beginning of the meeting. He explained that there is one project planned for this summer, with more planned under the new RCPP plan. He explained the upcoming projects in the plan to the Board: Fish passage project at Perkins Creek and Stewart Creek, floodplain/wetland restoration at Carr Slough, bank stabilization and riparian re-vegetation at Riverbend Manufactured Homes, fish passage at Keystone creek, and a floodplain/wetland restoration and bank stabilization at Nature's Acres. Discussion held.

# NEW BUSINESS

• **Contracts:** A copy of two noxious weed management contracts and one project contract was given to the Board. Nathan explained the three projects. Brief discussion held.

Motion: VanNatta/ Eagle to approve the three contracts. Approved Motion passed by unanimous vote.

New Cooperators:

 Patricia Oberndorf, St. Helens, 0.47 acres
 Cara George, Scappoose, 65 acres
 Marci Sanders, St. Helens, 17 acres
 Annie and Danner Christensen, St. Helens, 0.78 acres
 Motion: Eagle/Freytag to approve New Cooperators. Approved Motion passed by unanimous vote.

### <u>REPORTS</u>

### **BOARD**

-Jeff explained that he planted 0.5 acre of potatoes and was able to fence them before the cows got to them. Brief discussion held.

-Deb explained that she has been doing a lot of "bee work" recently. Discussion held.

-Jason explained that his Douglas Fir trees on his property have been dying and isn't sure of the cause. Jeff asked how far the dying trees are located from a natural gas line, adding that a leak can cause trees to die. Discussion held.

-Bill added that he saw two bear cubs near Meadow Park.

Brimacombe/VanNatta moved to adjourn meeting MEETING ADJOURNED 8:16 PM

Respectfully Submitted by: Jennifer Chavez Jennifer Chavez, Outreach Coordinator