



APPROVED

| DIRECTORS: | Present | OTHER/GUESTS: | Present | SWCD/NRCS: | Present |
|------------------|-------------------------------------|---------------------|-------------------------------------|-------------------|-------------------------------------|
| Barbara Boyer | <input checked="" type="checkbox"/> | Stan Primozych | <input checked="" type="checkbox"/> | Larry Ojua | <input checked="" type="checkbox"/> |
| Gordon Cook | <input checked="" type="checkbox"/> | Luke Westphal | <input checked="" type="checkbox"/> | Julie Lorenzen | <input checked="" type="checkbox"/> |
| Dave Cruickshank | <input checked="" type="checkbox"/> | Brenda Sanchez, ODA | <input checked="" type="checkbox"/> | Josh Togstad | <input checked="" type="checkbox"/> |
| Gordon Dromgoole | <input type="checkbox"/> | Ken Nygren | <input checked="" type="checkbox"/> | Marie Vicksta | <input checked="" type="checkbox"/> |
| Pat FitzGerald | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | Mike Crabtree | <input checked="" type="checkbox"/> |
| Leo Krick | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | Mary King | <input checked="" type="checkbox"/> |
| Sam Sweeney | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | Thomas Hoskins | <input checked="" type="checkbox"/> |
| | | | <input type="checkbox"/> | Amie Loop-Frison | <input checked="" type="checkbox"/> |
| | | | <input type="checkbox"/> | Sergio Villaseñor | <input type="checkbox"/> |

- 1) CALL TO ORDER & LATE AGENDA ITEMS:** The meeting was called to order at 7:32 am. Late agenda items were added to the appropriate section.
- 2) BOARD MINUTES: ACTION:** The board reviewed the minutes from the June 14, 2017 board meeting. Pat FitzGerald moved and Leo Krick seconded to accept the minutes as submitted. The motion passed unanimously.

| VOTE RECORD: Approve the June 14, 2017 Board Minutes. | | | | | |
|---|------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
| | DIRECTOR | Yes/Aye | No/Nay | Motion | Seconded |
| <input checked="" type="checkbox"/> Accepted | Barbara Boyer | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Accepted as Amended | Gordon Cook | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Tabled | Dave Cruickshank | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Gordon Dromgoole | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Pat FitzGerald | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Leo Krick | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Sam Sweeney | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- 3) TREASURER’S REPORT:** The board reviewed the June Treasurer’s Report. Dave Cruickshank moved and Sam Sweeney seconded to accept the Treasurer’s Report as submitted. The motion passed unanimously.

| VOTE RECORD: Approve June 2017 Treasurer’s Report | | | | | |
|---|------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
| | DIRECTOR | Yes/Aye | No/Nay | Motion | Seconded |
| <input checked="" type="checkbox"/> Accepted | Barbara Boyer | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Accepted as Amended | Gordon Cook | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Tabled | Dave Cruickshank | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Gordon Dromgoole | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Pat FitzGerald | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Leo Krick | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Sam Sweeney | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

- 4) REVIEW CORRESPONDENCE:** The Ag Quarterly newsletter and a letter of resignation from Mike Lee were circulated. Mike has accepted employment in Ohio.



5) OLD BUSINESS:

- a. **Oregon Association of Conservation Districts (OACD) Teleconference & Next Lower Willamette Basin Meeting:** Pat reviewed the content of the June 29th teleconference. The discussion included creating a five year Strategic Plan. OACD is continuing the search for a new Executive Director and hopes to have an offer to the selected candidate by mid-August. Pat reported House Bill 3249 (the Oregon Agricultural Heritage Program) passed.
- b. **No-Till Drill Application Review (Updates):** Marie and Larry shared the updated Equipment Rental Agreement and a copy of the agreement was circulated. The board approved the agreement through consensus. Larry reported the district is covered for collision under the district’s insurance policy for anyone operating the equipment.

6) NEW BUSINESS:

- a. **Oregon Department of Agriculture (ODA) Presentation – Brenda Sanchez, Agricultural Water Quality:** Brenda updated the group on changes and schedules at ODA, including the Biennial review scheduled for the fall. She passed out a new ODA brochure along with two new informational flyers addressing Agricultural Water Quality Rules and one for Oregon Cannabis Water Quality.

7) DISTRICT MANAGEMENT:

- a. **Annual Work Plan:** In addition to emailing the 2017-2018 Annual Work Plan prior to the board meeting, Larry distributed a hard copy during the meeting and reviewed changes. The board will review the plan and action will be taken at the August board meeting.
- b. **2016-2017 Audit - ACTION:** Grove, Mueller & Swank, P.C. recently submitted their engagement letter for the 2016-2017 audit. The letter requires approval, a signature, and return authorization from the board of directors. Pat FitzGerald moved and Dave Cruickshank seconded to approve the engagement letter from Grove, Mueller & Swank, P.C. for the 2016 – 2017 Fiscal Year Audit. The motion passed unanimously. Julie noted a 3-year audit contract is in place, and this is the last year of the contract. The engagement letter highlights the plan for the specific year.

| VOTE RECORD: Approve using Grove, Mueller & Swank, P.C. for the 2016 – 2017 audit according to the engagement letter. | | | | | |
|--|------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
| | DIRECTOR | Yes/Aye | No/Nay | Motion | Seconded |
| <input checked="" type="checkbox"/> Accepted | Barbara Boyer | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Accepted as Amended | Gordon Cook | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Tabled | Dave Cruickshank | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Gordon Dromgoole | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Pat FitzGerald | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | Leo Krick | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Sam Sweeney | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- c. **ERC: Staff Reviews:** Larry reported the review procedure was modified this year to a three-phase process:
 - i. The initial meeting was conducted with Larry and the employee, allowing the staff to evaluate their position and share their vision for the future.
 - ii. Larry prepared a summary for each employee following their meeting.
 - iii. Each employee met with the ERC and Larry to review their summary and discuss other concerns.

The ERC committee recommended a 2.5 % cost of living increase for all employees. Sam Sweeney moved and Dave Cruickshank seconded to approve the recommended 2.5 % cost of living increase for all employees. The motion passed unanimously.



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| VOTE RECORD: Approve Recommended 2.5 % cost of living increase for all employees. | | | | | |
|--|------------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
| | DIRECTOR | Yes/Aye | No/Nay | Motion | Seconded |
| <input checked="" type="checkbox"/> Accepted | Barbara Boyer | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Accepted as Amended | Gordon Cook | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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| | Gordon Dromgoole | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Pat FitzGerald | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Leo Krick | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Sam Sweeney | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

8) EDUCATION & OUTREACH:

- a. **Farmers Market Plans: (July, August & September)** Mary announced the district will have a booth at the Farmers Market July 27, August 31 and September 29.
- b. **Annual Meeting Update (Alexis Taylor & Date):** Barbara reported the new ODA Director, Alexis Taylor, is checking her schedule for availability as the guest speaker. She may only be available October 18 and the date of the Annual Meeting may need to be changed. Barbara will receive an answer this week. Julie noted the community center is holding both dates, October 18 and October 25, until further notice.
- c. **Harvest Festival – Yamhill Valley Heritage Center (August 19 & 20):** Mary will be staffing the booth at the Heritage Center and invited available directors to join her. Leo Krick volunteered to help on Sunday and Sam Sweeney plans on attending.

9) LAND USE:

- a. **Yamhill County Planning Dept. Letter-Docket – SU-01-17:** Larry composed a letter to Ken Friday requesting they deny the proposed food de-packaging and processing plant. A copy of the letter was included in the board packet. Commissioner Primozich commented that the commissioners sent an enforcement officer out and a citation was issued. The situation is being monitored closely.
- b. **Land Use Table:** There were no comments.
- c. **Land Use Request Protocol:** Sam led a discussion regarding protocol when Land Use Requests are emailed to the district. The requests will be forwarded by Julie or Mary to Barbara, Larry, Sam, Gordon Cook and appropriate zone director. The board requested Sam continue researching pertinent requests and provide comments to Barbara, Larry, Gordon Cook and zone director. Barbara thanked Sam for researching these requests.
- d. **Land Conservation and Development Commission (LCDC) Letter:** Jim Johnson sent a letter to Larry and Barbara regarding an LCDC meeting July 20, 2017 at 8:30 am. The agenda includes submitting public comments regarding siting solar farms on high value farmland. They are not taking any action at this meeting. It is informational only. Public comments will be allowed and the board asked Barbara to read the Board of Agriculture letter. Sam will present the district letter.

10) PROTECTED PROPERTIES:

- a. **Yamhela Oak Conservation Overlook (YOCO):** Mike explained they are waiting for ground nesting birds to move on before we continue mowing at this property.
- b. **Mt. Richmond:** Larry noted the Mt. Richmond property looks very nice and suggested a tour of it, and possibly other properties, after an upcoming fall board meeting.



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- c. **Muddy Valley Habitat Reserve:** Mike reported touch up mowing and spraying continues. He will be working with a U.S. Fish and Wildlife Service (USFW) crew to repair the dam in one of the ponds. USFW also volunteered to help with mowing.
- d. **Chegwyn Farms:** With the assistance of the city of McMinnville, Mike is seeking a solution for a flooding issue in the corner of a field.
- e. **Miller Woods (MW):**
 - i. The district did not have a hay contract in place this harvest season, however the field did get mowed. The person that had been contracted in recent years, did not want to continue mowing due to the steep grade. The district will seek a new hay contract in 2018.
 - ii. Sonya is continuing discussions with the neighbors regarding the speed of visitors entering and exiting MW. A new speed bump has been installed. She has also discussed security issues with them and will continue to stay in touch.
 - iii. Larry reported volunteer, Wendell Kringen, took a fall and broke his arm. An incident report was generated.
 - iv. Larry reported that septic system installation bids are coming in this week and the project will begin once a contract is in place.
- f. **Turner Creek:** Larry noted that he is continuing to work with Donn and Nancy on the Turner Creek property.

11) NOXIOUS WEED REPORT:

- a. **Weed Meeting:** Mike will lead the annual Weed Meeting following the board meeting today. He and Luke discussed new noxious weed sightings around the county and shared their endeavors to remove and control weeds.

12) STAFF REPORTS: There were no comments on staff reports.

13) BOARD MEMBER REPORTS:

- a. Sam Sweeney announced Barbara Boyer's recent appointment as Oregon Board of Agriculture Chairman.
- b. He also reported that NORPAC, a large cooperative Willamette Valley vegetable processor, will not process or can table beets during 2017. The processing lines that can sweet corn, beans and other vegetables will also cease at the end of 2017. NORPAC plans to expand their freezing operations in the next few years. These changes will significantly impact Willamette Valley vegetable growers and their plans for the future.
- c. Leo Krick informed the group that Metro voted to discontinue sending their refuse to Riverbend Landfill. He announced that the Oregon Supreme Court will hear the landfill case, which is a huge victory for the *Stop the Dump Coalition*. Leo asked the board to consider a fundraising idea at the annual dinner auction, to help support the *Stop the Dump Coalition* efforts. No action was taken.

14) AGENCY REPORTS:

- a. **Greater Yamhill Watershed Council (GYWC):** Luke provided an update for the GYWC and invited the group to a pot luck being held at West Wortman Park on July 19, 6:00 – 8:00 pm.
- b. **Natural Resources Conservation Service (NRCS):** Thomas announced EQIP contracts are due Friday. There have been more contracts than ever before and Larry thanked Thomas and Sergio for the great job they are doing. Thomas shared that he will be acting District Conservationist for Washington County in Hillsboro for at least three months.

15) PUBLIC COMMENT:



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16) ADJOURNMENT: Barbara Boyer adjourned the meeting at 9:32 am.