

**WHEELER SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

October 30, 2019

The board meeting was called to order by Chairman Holmes at 6:14 p.m. by the clock in the Big Sarvice Corral meeting room, located at 40280 Hwy 19, Fossil, Oregon.

Directors

Jeremiah Holmes, Chair
Kale Haberman
Wayne Lindquist
Dave Hunt
Jason Davis
Jim Bob Collins

Assoc. Directors

Others Present

Chase Schultz, District Manager
Joan Field, Temporary Admin. Assistant
Bodie Brown, Field Tech II
Brooke Dyer, Field Tech I
Debbi Bunch, MJDBCWC
Kendall Derby, MJDBCWC Board
Judy Potter, District Finances

AGENDY REPORTS:

Kendall Derby: No report to share at this time.

DISTRICT STAFF REPORTS:

- a.) **Watershed Council:** Debbi reported that the next Mid John Day Bridge Creek Watershed Council meeting is scheduled for November 12. The John Day Partnership meeting will be on November 19. The Lower John Day Work Group meeting is November 20, at the Painted Hills conference room at 10 AM; it will be a meeting and a tour of the municipal water system.
- b.) **Field Tech II:** Bodie said the only thing he had to add to his written report was that he'd toured the fellow to the sites to be sprayed for knapweed. There was general discussion about Yellow Star Thistle and other weeds, previous spray sites and how do they look now. Chairman Holmes asked for an update on Hashknife; the report is that it's all squared away. Bodie gave an update about the status of his pesticide applicator's licensing.
- c.) **Field Tech I:** Brooke indicated that she didn't have anything to add to her written report. Chase commented that Brooke is doing very well.
- d.) **District Manager:** Chase said that his report was complete and up to date. The Directors asked about specific projects' progress, and he updated as to the current status.

CORRESPONDENCE: None for tonight.

MONTHLY BUSINESS:

Minutes: Chairman Holmes noted that there was not a quorum last month. The August 28, 2019 and September 25, 2019 minutes were both presented for review. Director Lindquist **moved that both sets of minutes—August 28th and September 25th—be approved.** Director Hunt seconded the motion. The **motion carried unanimously.**

Budget Expense Report: The budget reports dated October 22, 2019, were reviewed. Specific questions from the board were answered by Judy. Director Davis **moved that the budget reports dated October 22, 2019, be approved,** Director Collins seconded the motion. The **motion carried unanimously.**

Bills: Chairman Holmes asked Judy about the check register dates; she indicated the check register presented tonight was sufficient. Specific questions from the board were addressed by Judy and the staff. Reminder: the September 1-30, 2019 bills were reviewed at the last meeting but there was not a quorum. The check register titled with the date of October 1, 2019 to October 31, 2019 was reviewed by the group. Director Collins said he is abstaining due to conflict of interest. Director Lindquist **moved that the bills dated September 1-30, 2019 and October 1-31, 2019 be approved,** Director Davis seconded the motion. The **motion carried with aye votes from Directors Lindquist, Davis, Haberman, and Hunt.**

OLD BUSINESS:

Weed Board: There was discussion about the requirements for a weed board, and about possible volunteers. There are to be four members, and one is to be a Wheeler County Court member. Directors Davis, Haberman, and Collins will be the volunteers from the WSWCD. Chairman Holmes will take the resolution and volunteer names to the County Court. An updated weed list will need to be created. Chairman Holmes would like to hold the Weed Board meetings just prior to the normal WSWCD meetings, at the frequency called for. The weed board resolution will be retyped with current information.

Annual Meeting Planning: Debbi shared that Jim Tankersley reported the Spray Grange would like to increase the amount to \$18.00 per dinner, instead of \$17.00. He said he thought it was negotiable. It has been several years at \$17.00. This was discussed by the board, along with the complimentary tickets. It was mentioned that the Grange does not have to buy the meat from this amount.

A motion to accept the Grange's offer of \$18.00 per dinner to cater the dinner and to keep the public's price at \$20.00 per dinner, was made by Director Collins, and was seconded by Director Haberman. The motion carried unanimously. The dinner will be at the Spray Grange on December 11, 2019. There will be no changes to the complimentary dinner tickets distribution.

Annual Meeting Awards/Special Presentation: The recipient of this year's award was discussed and approved by the board and staff.

Archaeology Firm : Chase gave an update regarding the NRCS/CREP requirements and the bid process results and the funding of this process.

NEW BUSINESS:

Admin Assistant Hiring Process: Chase has received three applications for the Admin Asst position that closes November 7, 2019. Director Collins discussed the dates for the interview process. Consensus of the board was to hold the interviews quickly to keep the process moving forward. Chairman Holmes requested temporary

Admin Assistant Joan to attend the next regular board meeting on November 26th in order to aid with taking the minutes; she agreed.

Trailer Maintenance/Replacement: Chase explained that there was a small incident with the ATV trailer, and he requests that a new trailer be obtained. There was board discussion, and consensus to buy a new trailer; also trailer tires of adequate size and sidewall thickness was discussed. **A motion was made by Director Davis to purchase a new and safer ATV trailer, with these aforementioned considerations, at a price of \$2,250.00 or less;** motion seconded by Director Collins, and motion was **unanimously carried.** The board agreed the current trailer can be sold “as is” afterwards as surplus.

Director Haberman requested Chase find training for ATV trailer loading and operational safety, for staff.

A motion to sell the current trailer as “surplus/ as-is” at a later date was made by Director Collins and seconded by Director Hunt; the motion was carried unanimously.

EXECUTIVE SESSION: At 7:03 PM, Chairman Holmes called for a short break, prior to the Executive Session which will commence at 7:15 PM.

At 7:15 PM, Chairman Holmes announced and called for the board to enter into Executive Session under ORS 192.660(2)(i), Performance Evaluations of Public Officers and Employees. No news media was in attendance for the purposes of attending the executive session.

At 8:00 PM, the board came out of Executive Session and reconvened the regular board meeting.

There being no further business to discuss, the next board meeting date was discussed.

Next Meeting Date: The next meeting date will be on November 26, 2019, at 6:00 pm.

Adjournment: There being no further business, the meeting was adjourned by Chairman Holmes at 8:01 PM.

Respectfully submitted by Joan Field



Jeremiah Holmes, Chair



Chase Schultz, District Manager