

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

May 3, 2021

Meeting location: TELECONFERENCE

To join the meeting from a computer, tablet or smartphone:

<https://global.gotomeeting.com/join/374743733>

To dial in using a phone:

United States: +1 (872) 240-3311

Access Code: 374-743-733

The board meeting was called to order by Chairman Holmes at 6:07 p.m. by his wrist watch.

Directors

Jeremiah Holmes
Wayne Lindquist
Kale Haberman
Jim Bob Collins
Jason Davis
David Hunt

Assoc. Directors

Employees

Cassandra Newton

Others Present

Debbi Bunch, MJD-BCWC

NEW BUSINESS

MINUTES: The April 29, 2021 regular and executive minutes were presented for review. Director Davis **moved that the regular minutes from April 29, 2021 be approved with the correction of adding Director Hunt as a Co-Treasurer and bank signer and the executive session minutes be approved as presented**, Vice-Chairman Collins seconded the motion. **The motion carried unanimously.**

DELEGATION OF AUTHORITY: Cassi advised that the motion for Delegation of Authority was not made during the April 29th meeting.

Per discussion during the April 29, 2021 executive session, Director Hunt **moved to appoint Cassandra Newton a Delegation of Authority with Chairman Holmes as oversight for authoritative decisions and the Board of Directors holding all contracting authority**, Director Lindquist seconded the motion. **The motion carried unanimously.**

Jeremiah stated that all stipend offers were accepted. Cassi advised that she will need to contact HR Answers for consultation on how to record the stipend and how the District should document the decision in regard to the acceptance from the staff.

The Board left the regular meeting session at 6:04 p.m. to enter executive session.

EXECUTIVE SESSION

The executive session was called to order by Chairman Holmes at 6:34 p.m.

ORS 192.660(8) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

The executive session was adjourned by Chairman Holmes at 7:13 p.m.

The Board reconvened the regular meeting at 7:14 p.m.

DISTRICT MANAGER RECRUITMENT: Director Haberman **moved to offer interviews to Randall Williams, Emily Boone, Riley Greenfield, and Daniel Goodell on either May 18th or 21st based on the candidates' preference**, Director Hunt seconded the motion. **The motion carried unanimously.**

Vice-Chairman Collins requested that Cassi continue recruiting and provide him with any potential candidates she finds.

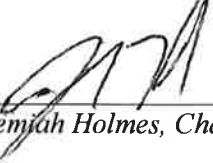
Per discussion during the April 29, 2021 executive session, Director Davis **moved to compensate Chairman Holmes for his time and travel for attending weekly staff meetings and assisting with the oversight of District operations**, Director Hunt seconded the motion. The **motion carried unanimously**.

OTHER BUSINESS NOT LISTED

NEXT MEETING DATE: The next regular meeting date will be on **May 27, 2021** at 6:00 pm. Cassi will provide notice of whether the meeting will be held in person or virtually.

ADJOURNMENT: There being no further business, the meeting was adjourned by Chairman Holmes at 7:20 p.m.

Respectfully submitted by Cassandra Newton



Jeremiah Holmes, Chair

Cassandra Newton, Office Manager