

Sherman County Soil and Water Conservation District

MEETING MINUTES

March 12, 2024

8:30 AM

USDA Service Center Conference Room

2004 First St., Moro, OR 97039

Board Present

Jess Stutzman

Nick Von Borstel

Josh Hilderbrand

Others Present

Amanda Whitman, District Manager

Marylou Martin, Office Assistant

Joan Bird, County Commissioner

Becky Hilderbrand, NRCS

I. ORDER

Meeting was called to order at 8:40 am by chairman, Jess Stutzman.

II. REVIEW/ADDITIONS TO AGENDA

None

III. MINUTES

Nick moved to approve the minutes from the February 12, 2024 meeting. Josh seconded. Motion passed unanimously.

IV. GUESTS/PUBLIC COMMENT

None

V. TREASURERS REPORT

There are no financials yet. Bank statements for February, bills through March were reviewed. Amanda did a transfer from savings to checking at the beginning of this month. Josh moved to approve the bills as presented and Nick seconded. Motion passed unanimously.

VI. STAFF UPDATES

A. District Manager – See attached

a. Grant Updates –

i. ODA—

- Theresa left ODA, her replacement won't be the same person who replaced her last time
- TA-water development, haul roads, cross/boundary fence, riparian planting

ii. SIA—

- End date is March 2026

- iii. OWEB BDA Grant (Pending)
 - OWEB Meeting April 22-23
 - iv. Small Grants—
 - Lower Deschutes (15)—Cross Fence application
 - Lower John Day (16)—Working on a water development application
 - b. Office Update
 - Container—moved
 - Furniture—received and assembled today
 - c. Other
 - Annual Meeting
 - Tree Sale
 - Scholarship
 - Budget
- B. Office Assistant
 - a. Outreach—See attached
 - **Ag Calendar Contest**-Students in grades k-4 working on their Ag Calendar contest posters. We had a short Ag lesson at the beginning of class and talked about the things that are grown and raised in Oregon. The students are finishing up their posters during library classes with Brooklyn (library teacher). She's letting them have as much time as they need to complete them. I have several finished posters already. When they are all finished, the FFA students will do the first round of judging and the final judging will be completed by April's Board meeting. I will need to send them to the state by May 1.
 - **Arbor Day**-I will be meeting with Jill Jones (5th grade) and Tania Farrens (3rd grade) this week to discuss doing a tree planting on Arbor Day this year, April 26. We also need to find a place to plant the trees. I'm going to see if the school has a need for trees anywhere on their property. If anyone has any other ideas, please let me know.

VII. ACTION ITEMS

A. Personnel

a. Open positions

- i. Still have 2 open positions: Watershed Technician and Watershed Coordinator. Amanda updated the pay range to match this year's pay scale—GS 6, \$44,117-\$59,996.

- B. County Cost Share –
 - a. 2 new applications
 - i. Wildlife Water Development—pictures and a map were presented. Total cost is \$5,357.54; SWCD 75% cost share is \$4,018.16. Nick moved to approve and Josh seconded it. Motion passed unanimously.
 - ii. Haul Road—pictures and a map were presented. Total cost is \$5,690.00; SWCD 75% cost share is \$4,267.50. Nick moved to approve and Josh seconded it. Motion passed unanimously.
- C. Policy—Paid Leave Oregon
 - a. Board reviewed Family, Medical, and Safety Leave policy with the lawyer edits and the Wellness/Sick policy with Amanda’s edits. Nick moved to approve the Paid Leave policy and the edits to the Wellness/Sick policy and Josh seconded it. Motion passed unanimously. The Family, Medical, and Safety policy will be sent to the state for approval.
- D. Annual Meeting
 - a. About 65 people attended the annual meeting. Ed Staub sponsored the bar, Ag West gave a donation. Oregon Wheat will pay for food, need invoice from them. There will be a full breakdown of the costs at the next meeting.
- E. Budget Meeting
 - a. The budget meeting will be on April 4 at 8:30am. If a second budget meeting is needed, we can do one before the regular May board meeting.
- F. Insurance
 - a. Amanda is researching 2 new options for liability/auto insurance. Prices should not change that much; we can get quotes from both of the companies or invite them to a board meeting for discussion.

VIII. AGENCY REPORTS

- A. ODA—Not present
- B. OSU—Not present
- C. NRCS—Becky stated that EQIP should have results within the next month. The CSP deadline is in May
- D. FSA—Nothing new to report

IX. OTHER BUSINESS

None

X. NEXT MEETING

Next meeting is April 9th at 8:30 am in the USDA Service Center conference room.

XI. ADJOURNMENT

With no further business of the board meeting was adjourned at 10:05 am.


Respectfully,

*Documents/attachments mentioned in minutes can be obtained by request



Nick von Borstel, Secretary

Approved by the Board of Directors April 9, 2024:



Jess Stutzman, Chair