

Sherman County Soil and Water Conservation District

MEETING MINUTES

March 14, 2023

8:30 AM

OSU Extension Office

66365 Lone Rock Rd, Moro, OR 97039

Board Present

Jess Stutzman  
Clint Moore  
Trevor Fields  
Josh Hilderbrand

Others Present

Amanda Whitman, District Manager  
Joan Bird, Sherman County Commissioner  
Kara Lanthorn, FSA  
Becky Hilderbrand, NRCS  
Jacob Powell, OSU Extension  
Maria Snodgrass, ODA

**I. ORDER**

Meeting was called to order at 8:37 am by chairman, Jess Stutzman.

**II. REVIEW/ADDITIONS TO AGENDA**

None

**III. MINUTES**

Trevor moved to approve minutes for the February 14<sup>th</sup> board meeting. Clint seconded. Motion passed unanimously.

**IV. GUESTS/PUBLIC COMMENT**

Joan mentioned the BLM public comment period for McDonalds Ferry purchase. Amanda will forward the info to the Board.

**V. TREASURES REPORT**

Financials were not available. Amanda should have them soon and will email them out to the Board once she's received Quickbooks from Regina. Bills were presented. Trevor moved to approve the bills as presented and Josh seconded. Motion passed unanimously.

**VI. STAFF UPDATES**

A. District Manager – See attached.

a. Grant Updates – Working on funds request for three large grants. Received payment for ODA grant. Submitted 1 completion report and fund request for a small grant and working on another. There was 1 SG cancelation.

i. SIA – After the last meeting the letter from the Board to ODA about the SIA was sent. Maria, with ODA, was in attendance. She and Amanda have been trying to work out a plan that would continue

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

with the SIA but not cause a lot of work for District staff. Amanda went over the options. There was discussion on what to do to go forward. The board would like to wait to send out the letter to the 3 compliance opportunities until May/June. Maria will work on a new draft proposal and send to Amanda to review.

- b. Tree Sale – Amanda has advertised the tree sale and is going to hang up more flyers. Joan asked about putting something in the Citizen Reporter. Amanda will check to see if the dates will work.
- c. Building Update – Amanda gave an update on the status of the new building. Kara also mentioned we should know more this week.

## **VII. ACTION ITEMS**

### **A. Personnel**

- a. Vacant Position(s) – The board talked about the interviews for the Office Assistant position that were conducted last week. They unanimously agreed that we should offer the job to Marylou Martin at a GS5 Step2. Amanda will contact Marylou after the meeting and update the board.
  - b. Employee Evaluation – The Board will do this during executive session.
- B. Policy Review – Financial policy was discussed. Amanda will email the changes from the lawyer.
- C. FY 23-24 Budget – Discussion on when we will have the first budget committee meeting. The board would like to try for April 27<sup>th</sup> at 5 pm. Amanda will contact budget committee members.

## **VIII. AGENCY REPORTS**

- A. NRCS – Misty will be having a local work group meeting following the meeting and will give updates then.
- B. FSA – Kara gave updates on FSA programs. CRP sign-up is open through April 7<sup>th</sup>. Kristie is completing field checks now. PARP deadline is June 2<sup>nd</sup>. Part of the County is currently in D2 drought and the area has been expanding. If we stay in D2 or worse until June 10<sup>th</sup> then we will be eligible for LFP and CRP grazing.
- C. OSU Extension – Jacob said that he is pretty much done with the winter programs. They had a farm succession planning workshop yesterday that had a good turnout. Jacob is working on planning the spring crop tours. Wasco Co. crop tour will be June 8<sup>th</sup>. After some discussion it was decided to try to have the Sherman Co. tour June 1<sup>st</sup>. June 14<sup>th</sup> is the Experiment Station field day in Moro.

## **IX. EXECUTIVE SESSION**

- A. ORS 192.660(2)(i) and 192.660(8) to review employee performance was called at 9:36 am. The board resumed normal session at 10:12 am. Clint moved to increase Amanda one step to a GS11 Step7. Josh seconded and the motion passed unanimously.

## **X. OTHER BUSINESS**

None

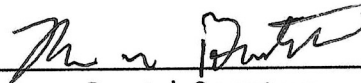
**XI. NEXT MEETING**

Next meeting is April 11<sup>th</sup> at 8:30 am.

**XII. ADJOURNMENT**

With no further business of the board meeting was adjourned at 10:15 am.

Respectfully,



\_\_\_\_\_  
Nick von Borstel, Secretary

Approved by the Board of Directors April 11, 2023:



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Jess Stutzman, Chair

Sherman County Soil and Water Conservation District

SPECIAL MEETING MINUTES

March 9, 2023

1:00 PM

OSU Extension Office  
66365 Lone Rock Rd, Moro, OR 97039  
TELECONFERENCE/GO TO MEETING

Board Present

Jess Stutzman (Phone)  
Josh Hilderbrand  
Trevor Fields  
Nick von Borstel  
Clint Moore

Others Present

Amanda Whitman, District Manager

I. **ORDER**

Meeting was called to order at 1:00 pm by chairman, Jess Stutzman.

II. **CONDUCT INTERVIEWS**

The Board met to conduct interviews for the Office Assistant position. We interviewed 3 applicants. No decisions were made.

III. **OTHER BUSINESS**

No other business was discussed.

IV. **NEXT MEETING**

Next meeting is March 14<sup>th</sup> at 8:30 am.

V. **ADJOURNMENT**

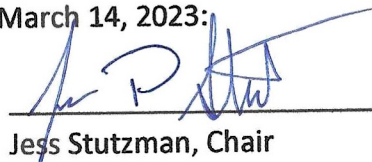
With no further business of the board meeting was adjourned at 3:15 pm.

Respectfully,



Nick von Borstel, Secretary

Approved by the Board of Directors March 14, 2023:



Jess Stutzman, Chair