

Tualatin Soil and Water Conservation District  
Board Meeting Minutes  
September 14, 2021

Board Members Present: Eldon Jossi Steve VanGrunsven Thomas Dierickx  
Matt Pihl Anna Jesse Dean Moberg Jerry Ward

Others Present: Lacey Townsend, TSWCD Judy Marsh, TSWCD  
Kelly Dawes, TSWCD Charlotte Trowbridge, TSWCD  
Jen Shih, TSWCD Aaron Shaw, TSWCD  
Randy Lawrence, CWS

Item 1 – Call Meeting to Order

The Zoom Board Meeting was called to order by the Chair, Jerry Ward at 6:32 pm.

Item 2 – Consent Agenda

Dean Moberg moved to adopt the Consent Agenda. Steve VanGrunsven seconded. Passed unanimously.

Item 3 – Public comment

No public comment was given.

Item 4 – Monthly Financial Reports and Approval of Bills

Kelly Dawes reviewed the financial reports. Dean Moberg moved to pay the unpaid bills as of September 14, 2021, in the amount of \$125,389.99. Steve VanGrunsven seconded. Passed unanimously. Matt Pihl moved to ratify the pre-approved bills as of August 31, 2021, in the amount of \$236,667.90. Anna Jesse seconded. Passed unanimously. August 2021 credit card charges were discussed, and all charges were approved by Anna Jesse. Dean Moberg moved to receive the financial statements for August 2021, as presented. Anna Jesse seconded. Passed unanimously.

Kelly Dawes mentioned that the District has had another uneventful audit. Richard Winkel, CPA, will be presenting his finding of the audit at the October Board Meeting.

Thomas Dierickx arrived.

Item 5 – Partner Reports

*Randy Lawrence, Clean Water Services (CWS)*

- The Chicken Creek project is being completed this year.
- The Gales Creek project with the District has started. They were placing logs in the stream today.
- Planting season has started. Container plants will be coming in next week and plugs in a few weeks.
- Thank you to Tatiana and Lora for the help in organizing the October 2 plant giveaway.

*Jessica Wells, Natural Resources Conservation Service (NRCS)*

Judy Marsh gave a small update in Jessica's absence.

- Wrapping up this year's contracting.
- Starting an outreach in the Water Quality Protection Area (drinking water area).
- There will be handouts about the Water Quality Protection Area for each Board Member at the October Meeting.

Dean mentioned the great work Jessica did in coordinating the event out at Hutchinson. Everything seems to be going well.

#### Item 6 – Conservation Education Program Update and Highlights

Jen Shih, the new Grants & Enrollment Specialist gave a brief history about herself.

Charlotte Trowbridge presented a PowerPoint on the Conservation Education Program. She gave examples of ways the team did Communications & Marketing, Educational Events, Educational Materials, and Community Outreach Initiatives. Charlotte also mentioned that the District will be hiring two new Conservation Education Specialists before the next Board Meeting.

#### Item 7 – SWCD Program Reports

*Director of Natural Resources – Aaron Shaw*

- All in-stream aquatic projects are officially permitted.
- The Tualatin Valley Environment Bank Easement has received some feedback from DSL on the submissions. An Easement Committee will be scheduled in October to discuss the findings.
- Update – USDA has hired Kaycee Shockey to replace Gail Stinnett who retired.

*Operations Assistant – Judy Marsh*

- Judy mentioned that she has not heard from any of the Directors on award nominees. She suggested waiting until next year to present the awards. Hopefully, the Annual meeting will be held in person.
- The Heritage Bank problem has not been solved. Courtney from Heritage bank said she emailed the Directors for their information. Directors replied that they have not seen any emails from the bank. Judy will pursue the issue.

*Director of Finance & Operations – Kelly Dawes*

- Since the event with CWS didn't happen, Kelly would like to know if the District is going to mail John McDonald his service award or save it for a special event. It was decided to keep the award and hopefully present it to him in person.

Item 8 – Standing Committee Reports

Personnel Committee met to discuss hiring an individual for the District's data, GIS, and other duties for the computer system. No qualified candidates were found on the first posting. It will be reposted with changes to the job description.

Easement Committee will schedule a meet in October to discuss feedback from DSL.

Item 9 – New Business – Void Resolution 2021-2 and Vote on Resolution 2021-3

Matt Pihl moved to void Resolution #2021-2 that established the Annual Meeting in October of 2021. Dean Moberg seconded. Passed unanimously. Anna Jesse moved to approve Resolution #2021-3 to hold our Annual Meeting on January 11, 2022. Thomas Dierickx seconded. Passed unanimously.

Item 10 – New Business – Authority of Board Chair to set monthly agenda items

Discussion on how the proposed agendas are set for the Board Meetings. No changes were made to the way the proposed agendas are created. Matt Pihl moved that the TSWCD Board operate under the principles of Roberts Rule of Order. Thomas Dierickx seconded. Passed unanimously.

Item 11 – Discussion Items – Process for a Director to bring a topic to a board meeting

It was discussed that any Director can bring a topic for the proposed board agenda to the Executive Director, or the TSWCD Chair, to have placed on the agenda. A Director can introduce a topic for the agenda to be considered before the agenda has been voted on at the Board Meeting.

Item 12 – Discussion Items – Reserve Fund

There will be a 30-minute work session before the October Board Meeting to discuss what the Board intends to do with the funds.

Item 13 - Wrap-Up – Directors' Reports

Thomas Dierickx is waiting for the rain this weekend because everything is bone dry.

Anna Jesse is picking grapes and would like the rain to hold off.

Dean Moberg attended The SDAO Board of Directors and Management Staff Training. He met with George and Wendy Kral on the property. George and Wendy Crawl expressed appreciation for the help they received from Brandy Saffell on their funded project. Dean has enrolled in the Back Yard Habitat. A staff person with Columbia Land Trust said she appreciated all that Briita Pajunas and Tyler Pedersen were doing. Dean, also, shared a glass of homemade pear wine with John and Ginger McDonald last week. They send their greeting to the Board.

Matt Pihl said even in the short time that Jen Shih has been at the District her knowledge of the ECREP Program was greatly appreciated.

Jerry Ward mentioned he serves on the Soil and Water Conservation Commission and that the commission has gone through ORS 568 which is how the District was created and how it runs. The Commission is reviewing recommendations that might be sent to the Department of Agriculture.

Item 14 – Adjourn the meeting

The meeting was adjourned at 8:07 pm.

Respectfully submitted by Judy Marsh, Operations Assistant.

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Attested by: Matt Pihl

October 12, 2021

Date