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Minutes of the Columbia SWCD Board of Directors Meeting February 15, 2023

Directors Present:

Jeff VanNatta, Treasurer Debra Brimacombe, Vice Chair Bill Eagle, Secretary

Dave Freytag, Director Jason Busch, Director

Michael Calhoun, Chair

Associate Director:

Alison Charbonneau

Public:

Claudia Eagle

SWCD Staff:

Malyssa Legg, District Manager Jennifer Chavez, Operations Coordinator

Natural Resources Conservation Service

(NRCS):

Hannah Isaacs, District Conservationist

Scappoose Bay Watershed Council

(SBWC):

Rachell Meyers, Council Coordinator

CALL TO ORDER OF REGULAR BOARD MEETING: 4:08 PM

<u>Swearing in of New Board Members</u>: Motion Eagle/Brimacombe to appoint Jeff VanNatta to the position of director of Zone 3 until the next general election. **Approved Motion passed by unanimous vote.** Jeff was sworn in by Jason.

Officer Nominations and Approval:

Motion Jeff cast a unanimous ballot to keep all officers the same. **Jeff withdrew the motion.**

- Jason called for nominations for Chair.
 Eagle/Busch moved to elect Deb. Deb nominated Jason, Jason withdrew.
 VanNatta/Brimacombe moved to elect Michael. Discussion was held. A secret vote was taken; Michael: 3, Deb:2. Motion Approved to elect Michael as chair.
- Jason called for nominations for Vice Chair.
 Busch/Eagle moved to elect Deb. Brief discussion held. Motion Eagle/VanNatta moved to cast a unanimous ballot for Deb as Vice Chair. Approved Motion passed by unanimous vote.
- Jason called for nominations for Treasurer.
 Eagle/Freytag moved to elect Jeff. Motion Eagle/Busch cast a unanimous ballot for Jeff as Treasurer. Approved Motion passed by unanimous vote.
- Jason called for nominations for Secretary.
 Busch/Brimacombe moved to elect Bill. Motion VanNatta/Freytag cast a unanimous ballot for Bill as Secretary. Approved Motion passed by unanimous vote
 Michael took over running the Board meeting as Chair.

<u>Prior Month's Minutes</u>: Motion Busch/ Eagle to approve the Minutes from 1-18-23. Approved Motion passed by unanimous vote.

Financial Report: Motion Busch/Eagle to accept financial Reports from 1-31-23. **Approved Motion passed by unanimous vote**.

<u>Bills to Pay</u>: Motion Busch/Eagle approve to pay the bills. Approved Motion passed by unanimous vote.

BILLS TO PAY (US Bank) February 15, 2023					
				Expenditure Splits	
Ck#	Payee	Memo	Amount	CSWCD	GRANT
2893	Bemis Printing	2023 Calendar printing and mailing	\$16,401.94	\$16,401.94	\$0.00
2894	Pershing LLC	Retirement Payment	\$2,123.76	\$2,123.76	\$0.00
		SUBTOTALS >>>>>>	\$18,525.70	\$18,525.70	\$0.00
TOTAL REQUESTS >>>>>>>>>>>>					\$18,525.70

PUBLIC COMMENT

There was no public comment.

REPORTS

- NRCS: Hannah explained that she is working on the 2023 contracting, adding that it is looking like it will be a successful year. Hannah also explained that funds from the Inflation Reduction Act is planned to go toward climate-smart activities. The NRCS and SWCD Local Work Group meeting will take place tomorrow in the SWCD meeting room at 9:30 AM.
- **Upper Nehalem Watershed Council:** Michael stated that the next council meeting will be on 2/23/23.
- **Scappoose Bay Watershed Council:** Deb mentioned that the next native plant sale will be on 4/8/23.
- SWCD Staff
 - <u>-Malyssa</u> explained that she attended the SDAO (Special Districts Association of Oregon) Conference in Sunriver over the weekend. She also provided Board members with the Board Mileage sheet. Brief discussion held.

OLD BUSINESS

- **Audit**: Malyssa informed the board that the district has not yet received their audit. Bried discussion was held. Malyssa will email a copy to the board as soon as it is received.
- NRCS Lease: A copy of the lease was given to the board. Brief discussion was held.
- **Motion Eagle/VanNatta** approve the District Manager (Malyssa) to sign the lease agreement from NRCS. **Approved Motion passed by unanimous vote.**

NEW BUSINESS

Budget Calendar/Committee: A copy of the budget calendar and list of committee
members was presented to the Board. Malyssa added that the committee is in need of one
more member. She would like to see more members from Clatskanie, Rainier, and Vernonia
areas. Brief discussion was held. Motion VanNatta/Eagle to approve budget calendar and
committee as submitted. Approved Motion passed by unanimous vote.

Motion Eagle/Brimacombe to approve Malyssa as the budget officer. **Approved Motion passed by unanimous vote.**

- **Distribution Agreement:** A copy of the agreement was provided to the Board. Jeff explained the agreement to the Board. Discussion was held. **Motion Eagle/Busch** to approve that the agreement be signed. **Approved Motion passed by unanimous vote.**
- Lower Columbia River Watershed Council (LCRWC) Fiscal Sponsorship: Malyssa explained the current situation with the SWCD as the fiscal sponsor of the council. She asked the Board if they would like to remain as the council's fiscal sponsor. Bill would like the district to offer to help the council become a 501c3. Discussion was held.
- **Contracting Rules/Policies**: Malyssa explained that she would like the district's new lawyer to review a few policies, and Selene would like to work with the lawyer on contracting rules. Brief discussion held. **Motion Busch/VanNatta** to approve Malyssa to have policies updated. **Approved Motion passed by unanimous vote.**
- HB 2998: Bill explained that he would like to see the district support the House Bill, adding
 that it will mean more money for Oregon. Brief discussion held. Motion VanNatta/Eagle to
 approve that the CSWCD support HB 2998. Approved Motion passed by unanimous
 vote.

Busch/Eagle moved to adjourn the meeting MEETING ADJOURNED AT 5:17 PM

Respectfully Submitted by: **Jennifer Chavez Jennifer Chavez Jennifer Chavez Jennifer Chavez**