

Amended  
Approved

Date 10/7/2009

Recorder: Janice Calkins

Chair: Doug Krahrmer

## Marion Soil and Water Conservation District Board Meeting

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Location: Salem USDA Service Center Conference Room  
650 Hawthorne Ave. SE, Ste. 130, Salem, OR 97301-5894  
Date: Wednesday, September 2, 2009  
Time: 6:58PM to 9:31 PM

*Actions and follow-up items (notes) are italicized.*

### ATTENDANCE:

#### Directors

Ackland, Emily  
Carr, Joanne  
Harper, Sara Jane  
Krahrmer, Doug  
McKinley, Brian  
Miller, Jayne  
Olson, Darin

#### Associates / Directors Emeritus

Bowman, Quentin  
Hardy, Leland  
Harper, Myron

#### Staff

Calkins, Janice  
Keppinger, Jane

#### Guests / Partners

Bachelor, Les - NRCS  
Bellows, Barbara - NRCS  
Fields, Mark - Citizen  
Miller, Jim - Citizen

### NOT IN ATTENDANCE:

#### Directors

#### Associates

Baum, Robert  
Bishop, Ryan  
Clouser, Marilyn  
Dyk, Robert  
Fisher, Ralph

#### Directors

#### Emeritus

## BOARD MEETING

### ADMINISTRATIVE

**Call Meeting to Order:** Doug Krahrmer, Chairman of the Board, called the Board Meeting to order at 6:58 PM.

**Introductions:** Introductions of all persons present were made.

### **Public Comment**

Miller advised the Board that she has found important information pertaining to public meetings and how they are to be conducted - on the internet. She is offering to share the information she has located with anyone, who like herself, is interested in learning more about proper: conduct, procedures and meeting etiquette. Krahrmer advised Miller that the proper way to channel information onward to other Board members would be by forwarding the information on to the District Manager. The District Manager can then in turn, forward the information on to each Board member as needed.

### **August 12, 2009, Board Meeting Minutes**

The August 12, 2009 Board Meeting Minutes were reviewed by the Board members. The Board members gave no response when asked if there was any need to make corrections or changes to the Board meeting minutes content.

### **ACTION:**

*Olson motioned for the Board to accept and approve the Board meeting minutes for August 12, 2009 as was submitted. The motion was 2<sup>nd</sup> by Carr. Motion passed by unanimous vote.*

## August 2009 Treasurer's Report

Keppinger gave her monthly report to the Board on the August 2009 financials. She began with a review of the District's Local Government Investment Pool funds, and directed the Board attention to both the Office of the State Treasurer's Bank Statement and the District's QuikBooks Reconciliation Detail report for the month. As you can see, she said, both statements, agree that the balance held in the account as of 8/31/2009 was \$1,626,480.93. She then proceeded to review the District's checking account activity detail report with them. There were several questions asked pertaining to the checks issued: for what purpose was the money spent? And/or who exactly is this company, and what services did they provide us with? Keppinger responded to each question directly, providing the needed details and answers as requested. For example: Check # 6868 paid to Chemeketa Community College, was for the cost to provide educational training to Staff members Susan Ortiz and Jenny Meisel. Susan attended/or will be attending a class on the Dreamweaver Computer Program; Jenny a class on plants and green activity. Check # 6872 payment to ASCE-EWGR was for a training seminar on storm water management, of which Staff member Luca DeStefanis will be attending. Ck # 6876 paid to CPD Industries, was for payment of protective hard cases, which were needed to house and protect the District's new (expensive) video cameras in. Keppinger then proceeded to review the 8 pages of Detailed Expenditures sheets with the Board, pointing out important details along the way that might be of concern or question to everyone. For example line 9 on page 1 of 8, the \$866.00 received, was paid us by East Valley Water District in accordance with their contract agreement to obtain data compiled by Eden and Hadden in regards to water flow monitoring. Line 12 on page 1 of 8, \$3,832.00 was a grant payment received for our "Invasives Program". The disbursement of funds in the amount of \$3,500.00 seen on line 8 of page 7 of 8, was a Board approved payment /distribution to Straub Environmental Learning Center (FSEL) in support of their public educational lecture series.

### *DISCUSSION:*

*Ackland questioned line 11 seen on page 8 of 8 which shows a negative balance of -\$61.49. Keppinger responded giving thanks to Ackland for catching this error. As to make the process of creating a new budget each year easier, she utilizes the previous years balance sheet, which has set formulas in place, and removes all data from it – so to begin the new year with a clean slate. She had overlooked this particular line item, which should in fact read -0-. This she will correct immediately.*

### *ACTION:*

*Olson motioned for the Board to accept and approve the Treasurer's Financial Report for August 2009 as submitted. McKinley 2<sup>nd</sup> the motion. Motion was passed by unanimous vote.*

## September and October 2009 Calendar's Reviewed

Krahmer asked the Board members to review both the September and October, 2009 calendars and to advise if any changes or corrections were needed. It was pointed out that the Program Committee Meeting would begin at 6:00pm and not 6:30, on Monday October 19<sup>th</sup>. The Annual Meeting scheduled for Monday, October 26<sup>th</sup>, 5:30 – 9:00pm also needed to be added to the calendar. Due to a conflict in schedules, Krahmer asked the Board if they would be willing to change the November Board meeting to another date. It was decided that the Board Meeting would be held on Monday November 2<sup>nd</sup>, instead of the normally scheduled first Wednesday of the month.

## Staff and Board Acknowledgements

Olson stated to the Board that he was proud of the work Luca DeStefanis has been doing. As you know Luca is currently working with an urban area property owner to install a green roof (a roof which holds and supports real soil and plants, and makes use of natural rain water). Luca has done a substantial amount of footwork and research, utilizing much of his own personal free time to develop and plan the project, Olson said. Keppinger interjected into the conversation, that others like Olson, have voiced appreciation of Luca's efforts. In fact, Les Bachelor of NRCS recently submitted a recommendation for Luca to be rewarded for the work he had done implementing conservation plans under the Wildlife Habitat Incentives Program (WHIP). Accordingly, Luca was issued a monetary bonus, in August, which was authorized, in accordance to the district personnel policy.

Time: 7:10 PM, Citizen, Mark Fields entered the meeting room.

## REPORTS

### Legislative / Current Events

Quentin Bowman presented the Board a bevy of information that made recent headlines, some of it redundant, some surprising - to say the least:

- Carbon dioxide has been declared a pollutant.
- The pace of honey bee die off is declining, from 60% the previous year to 15% last winter.

- In the past 50 years the world's water use has tripled while groundwater is consumed faster than recharge. This has concentrated pollution and agricultural chemicals.
- The U.S. and India have signed a Civil Nuclear Agreement designating two (2) sites where U.S. companies may build two (2) new nuclear power plants at a cost of \$10 billion each.
- The average person in the developed world drinks about a gallon of water each day, but "eats" another 800 gallons that it takes to produce the person's food. More crops & meat consumption, and the use of bio-fuels are causing water to be a global commodity with virtual water as an import and export item.
- Every year people burn 2.3 billion gallons of gas while sitting in traffic. According to the article it shows the need for smarter traffic patterns.
- The article gives details how agricultural producers can apply for the new Conservation Stewardship Program under the 2008 Farm Bill via U.S.D.A. and the Natural Resources Conservation Service. Oregonians can enroll in and up to 200,000 acres in total. So they should sign up as soon as they can. Annual payments per acre of land use vary according to how the land is used.

**DISCUSSION:**

*Ackland shared with the Board how she recently had the opportunity to see a demonstration of how bio-fuels are created. The machine used was amazing! It was a scaled down version of the real thing, and the demonstration took place out in the woods. Wood chips and debris, were heated to temperatures of 800-1,000 degrees Fahrenheit, and were quickly converted into useful Bio-oil and Bio-Char, which is used as a soil supplement. The process was amazing to see and smell....the odor produced being very much like that of "liquid smoke", she said.*

**NRCS Report**

Les Bachelor advised the Board that the monies under the WHIP (Wildlife Habitat Incentives Program) have been obligated. NRCS is continuing to receive sign-ups for AWEP (Agricultural Water Enhancement Program) with the filing deadline date being September 30, 2009. Bachelor also advised the Board that there has been a lot of non-factual press coverage on the Minto Brown Island project now underway. This has been one of the most controversial projects he's ever been involved with, he said. The local press has generated a lot of public interest as well as public concern. He then invited the District to become a partner on the project, taking on the educational aspects of it. We could really use some interpretive signage, similar to the signs Ron Crouse has created for other project sites this year, especially along areas of River Front Park to Minto Brown Park. Signage would help educate the public about the natural resources that surround the project areas, such as "camas meadows", "Oak woodlands", etc. It was suggested by one of the Board members that it might be wise for the City Parks Department to submit an application for CLEAR Grant funding for the signage. Bachelor suggested that local schools could play an important part role in the maintenance, by adopting specific acres of the easement within the project area to manage and help maintain it. Bachelor asked the Board if they would approve having Ron Crouse, the District's Education & Outreach Coordinator, work with NRCS to explore the educational possibilities and opportunities available on this project. Bachelor can envision not only signage, but also having the District create a video documentary on the restoration project.

**ACTION:**

*McKinley motioned for the Board to accept and approve NRCS's request, granting Ron Crouse, the District's Educational and Outreach Coordinator, their approval and authorization to work with NRCS to explore and develop educational tools and material for the Minto Brown Project site. Motion was 2<sup>nd</sup> by Carr. Carr suggested that photos be taken before the project begins, and then be shared with the public at the District's Annual meeting in October. Motion passed by unanimous vote.*

**Civil Rights Compliance Guide Reviewed**

Les Bachelor had distributed copies of the Civil Rights Compliance Review Guide during the August Board meeting to the Board members. It was now time to discuss what they had learned from the information. He presented a PowerPoint presentation asking pertinent questions to see if correct answers were given in response. Title 6 and Title 7 were discussed. It was noted the importance that any discrimination complaint be submitted in writing and how it must be submitted within 45 days following the actual offense. Items that constitute discrimination and/or sexual harassment, special emphasis programs (developed for those populations who have been deemed "historically underserved") and accommodations for persons with disabilities were some of the topics discussed. The steps involved when handling, filing and/or working through a civil rights complaint were also reviewed.

## **Administrative Committee**

Hardy advised the Board that the Administrative Committee did not hold a meeting in August therefore there was nothing to report. Ackland inquired whether or not the Committee was planning to again address the issue of salary increases. Keppinger responded, "Not in the immediate future".

## **Program Committee**

Olson presented the Board a sampling of the type of plants that will be installed on top of a local resident's garage roof top, should they approve the request for Special Project Grant, to install a green roof. This project, he said, will be the first of its kind, as far as we know – in Oregon. An existing structure will be retrofitted and engineered to support the extra weight of soil, plants and water. Note the trays that will be used; they were specially created for this application, to hold the soil and plants in place while simultaneously allowing for adequate drainage. The Board will be asked to vote in support of this project, later this evening.

Olson continued to report on behalf of the Program Committee. We also received funding requests for two (2) plans under RCAP (Riparian Conservation Action Program). The Committee approved each of them. The first: (1) to the City of Keizer for work alongside Claggett Creek, inside Ben Miller Park. This creek is listed on the Federal EPA 303d list due to water quality issues and the plan is deserving of our support. The second: (2) Kettle Foods, for work alongside Mill Creek. Kettle Foods is providing funding for a majority of the project costs themselves, he added.

The Committee is also exploring ways to emulate a program that Tualatin Valley Water District has created, whereby they are inspiring consumers to install more efficient residential water systems. The Committee will continue its research and formulate some ideas that our District might incorporate at a later date.

The Committee has also given further thought and attention to the matter of forming an Organics Sub-Committee. A vote was taken and the motion in support of a sub-committee was passed. We will now ask the Board to vote on this matter, making the final decision later this evening.

## **Education and Outreach Committee**

S.J. Harper advised the Board that the Education and Outreach Committee held a discussion regarding grant funding and institutions that apply for funding each year and/or multiple times during a calendar year. As it now stands, with the CLEAR grant, an institution is allowed to receive a maximum award of \$3,000 per year. They may apply for multiple grants but only one time each month. The Committee members agree that some restrictions need to be put into place. It was decided that before any one organization/entity is granted additional funding (2<sup>nd</sup> or 3<sup>rd</sup>), they will first be required to have submitted a report which outlines fully just how the monies they were provided were spent.

### ***Salem Audubon Society/ Traveling Program Scholarships***

Harper advised the Board that the Salem Audubon Society it self, has submitted an application for CLEAR Grant. This would be the second grant issued this group, since last year. In accordance with the Committee's decision, a grant will be contingent on the Salem Audubon first submitting a written report that explains how the funds received were used to support their last project.

### ***Annual Educator Award***

Harper advised the Board that Ron Crouse has identified two candidates for the District's Annual award, "Educator of the Year". This award is presented each year, in honor of a selected individual, who has worked hard to promote conservation through education. Crouse is asking that we consider (1) Scott Hopkins, a wildlife biologist for the BLM who has been working with and for the Oregon Envirothon Program, for the past 12 years; (2) Ryan Kinnett, teacher at Roberts High school, who works with at risk youth and does a lot of environmental work with them.

### ***Native/Invasive Plant Program***

Harper also indicated that she wished to recognize Jenny Meisel for her hard work in organizing the Americorp volunteers in this year's summer invasives survey along the Santiam River. Things have been running along very smoothly, with no upset with local property owners. Meisel has also reported that there are plans to hold four (4) separate evening workshops this Winter/Springtime in partnership with Polk SWCD. There are plans to include a variety of topics which may include: Edibles and Ethnobotany, rain water harvesting/gray water use.

### ***Oregon Envirothon***

Harper also advised that Ron Crouse is working to help establish Oregon Envirothon as a separate, non-profit organization. Discussion about the formation of a board of directors, required filing forms, and a review of the Oregon Envirothon by-laws and articles of incorporation was conducted. Both State and Federal governments are needed to approve non-profit status,

she said. Harper reports that Ron Crouse hopes that the Envirothon teacher in-service/training day will be held earlier this year, perhaps in October. He is already preparing resource materials that will be need for the 2010 competition.

Time: 8:05 PM, Barbara Bellows, NRCS, entered the meeting room.

**DISCUSSION:**

*In regards to Envirothon Olson inquired to see if a larger group like OACD was still be looked at, to take control over the event. It was responded that the current hope is that by establishing a non-profit organization, Oregon Envirothon could become a self-sustaining separate entity, having no direct ties to Marion SWCD or others. The Board of Directors would be comprised of individuals who are separate and independent of Marion SWCD.*

**Oregon Association of Conservation Districts (OACD)**

Keppinger reported that OACD held a teleconference a week ago to discuss administrative staffing support and the hiring of a new executive director. It is unknown at this time, when the positions will be filled, she said.

**Soil and Water Conservation Commission (SWCC)**

Krahmer had nothing specific to report on behalf of the SWCC, but he did advise the Board that invitations are forthcoming from Soil and Water Conservation District's across the State, who like us, will be holding their Annual meetings. He referred everyone to their binders, which held copies of some of the invitations received to-date, and he encouraged each member to take advantage of this opportunity, to see what other SWCD's are doing.

**OLD BUSINESS**

**2009 Annual Meeting / Amount Charged for Dinner**

Janice Calkins addressed the Board, indicating that there was a need to discuss whether or not the Board wished to charge a fee for the meal being provided during this year's Annual Meeting, (scheduled for October 26, 2009). Over the years this District has elected to pay a portion of the meal costs and has in turn, charged the guests a nominal fee as well. For several years the fee we have charged has been \$10.00. What would you (the District), like to do this year, she asked.

**DISCUSSION:**

*McKinley responded he would prefer that the dinner be free, but he realized that District would like to recoup a portion of the costs. He therefore motioned that the Board charge a fee of \$6.00 per meal. Keppinger responded, that the District Is not equipped to handle cash, and asked that the amount charged be amended to make cash handling easier. There was also discussion about asking for a food donation to Marion/Polk Food Share in addition to the small fee charged, but this was quickly dismissed as not being wanted done this year.*

**ACTION:**

*McKinley motioned that the Board approve a fee of \$5.00 be charged to those guests who wish to partake of the Dinner served during the 2009 Annual Meeting (which will be held on October 26, 2009 at the Benedictine Sister's Hospitality Center, in Mt. Angel). Stipulating that the monies collected be donated to a worthy organization (not yet determined). Miller 2<sup>nd</sup> the motion. Motion was passed by a unanimous vote.*

**Award Nominee Recommendations**

Keppinger advised the Board that before them were the Staff recommendations for this year's Annual Awards presentations. The nominees were presented, along with reasoning to support why each individual or project, was deserving of the award to be given. The nominees were as follows: Tim Cayton, Landowner, "Cooperator of the Year"; Budeau Wetland Chub Restoration Project, "Habitat Restoration Award"; Jerry Reigers, Landmark Awards & Engraving, "Business Partner Award"; Barbara Bellows, NRCS, "Thank You Award"; Ken Bush, Citizen, "Distinguished Service Award"; Scott Hopkins, BLM, "Educator of the Year Award"; and the recipient of the "Special Recognition Award", is to be announced later.

**DISCUSSION:**

*Ackland wished to nominate Leland Hardy for "Director of the Year". Hardy responded, "Thank you, but I received that award last year, and therefore I must decline".*

**ACTION:**

*Olson motioned for the Board to accept and approve granting awards, to the list of nominees presented by Staff. McKinley 2<sup>nd</sup> the motion. There was no further discussion. Motion passed by unanimous vote.*

**NEW BUSINESS**

### **Special Projects Grant – Green Roof Project**

#### **ACTION:**

*McKinley motioned that the Board accept and approve the request for Special Project Grant in the amount of \$5,000.00 to Jennifer Lloyd, for purpose of installing a Green Roof. Motion was 2<sup>nd</sup> by Olson. Motion was passed by a unanimous vote.*

### **Riparian Conservation Action Program Projects (RCAP)**

#### **City of Keizer- Ben Miller Park and Kettle Foods – Mill Creek, Project Sites**

#### **ACTION:**

*Olson motioned for the Board to accept and approve the two (2) requests for RCAP Grants in the amount of \$5,000.00 each, for (1) the City of Keizer and work to be done at Ben Miller Park, (designated project site), and (2) Kettle Foods –project site, alongside Mill Creek, in accordance to the conservation plans presented. Motion requires inclusion of signed plan agreement and budget documents. Motion was 2<sup>nd</sup> by Miller. Motion was passed by a unanimous vote.*

### **Program Committee Action Item**

#### **Organic Sub-Committee**

Olson indicated to the Board that the Program Committee would like to recommend the creation of an Organics Sub-Committee. Once formed, this committee would have a duration period of 6 months. The Board members were given opportunity to voice their opinions and or concerns regarding establishing such a committee. Several members did not feel a subcommittee was warranted or needed at this time. Reference to Oregon Tilth's website was made, saying it offered the public in-depth information on the subject of organics, so why duplicate their efforts? Some felt additional funding and programs were needed, to assist organic farmers. A new committee could give new life and new ideas. There is a lack of educators, trained in organics, available to the public who can provide the technical support that is needed. These and other comments were made, many in support of and many in opposition to the formation of a new committee. Barbara Bellows, NRCS staff member, educated and trained in organics was asked if she would be willing to work with Marion SWCD and provide information for the District to disseminate, she responded she would be happy to. Everyone was in agreement that educational information / materials about organics (farming and practices) was needed and would be appreciated. This information could then be disseminated by way of literature disbursed and resources listed through the District's website. Krahmer pointed out that organics was not currently listed under the District's Business Plan. If organics become part of the business plan, then we can put new procedures into place. We need to follow procedures in the right way.

#### **ACTION:**

*Krahmer asked the Board, "Can we have a motion to include organics in next year's business plan?" No motion was made. Krahmer then asked, "Do we have a motion to have a discussion about organics when preparing next year's business plan?" Miller motioned that the Board hold a discussion in the next business meeting and address forming an ad-hock committee at that time. There was no 2<sup>nd</sup> to the motion. Motion died.*

Time: 9:12 PM, Barbara Bellows exited the meeting room.

### **OACD Annual Meeting and Conference – Attendance**

Keppinger informed the Board that a formal program from OACD with regards to the up-coming convention / conference had not yet been received. She did know that the format of the convention would be totally different, than it has been in recent years. Registration cut-off date is September 30, 2009 she said, and registrations made after that date will be subject to additional fees being charged. She asked the Board members, "Who is interested in attending this year's event?" S.J. & Myron Harper responded that they would attend. Krahmer indicated that he would plan to attend the first day, as he was required to attend the Business Meeting. Ackland indicated she would not be attending the convention, due to a conflict in her schedule. Others appeared undecided at this point in time.

### **November SWCD Board Meeting – Need Date Change**

Keppinger reminded everyone that with OACD's Annual Convention taking place the first week in November, several Board members would be out of town and therefore unable to attend a November 4<sup>th</sup> Board meeting. Would the Board like to schedule an alternate meeting day? After some Discussion, it was agreed that the meeting would be changed to Monday, November 2, 2009 at 7:00 PM.

### **Abiqua Flow Station – Equipment Upgrade & Replacement**

Keppinger advised the Board that Mark Hadden is in the process of upgrading the District's water flow monitoring equipment. Upgrades are needed to address both safety issues and to implement newer technology. The Board was presented a list of the equipment that would be needed. The approximate total: \$2,263.00. Keppinger reminded the Board that the budget held \$7,000.00.

**ACTION:**

*Olson motioned for the Board to approve the purchase of the equipment needed for water flow monitoring as outlined in the request submitted, thereby granting Keppinger the authority to dispense \$2,263.00 as needed. Carr 2<sup>nd</sup> the motion. There was no further discussion. Motion was passed by a unanimous vote.*

**KOIN 6 Local – Do the Right Thing Campaign – Year 2**

Keppinger advised the Board that local Channel KOIN 6 is entering into its second year promoting conservation education through its advertising campaign "Do the Right Thing." KOIN is requesting that the District continue its financial support / sponsorship by now remitting to them \$8,334.00. Keppinger provided the Board with copies of statistical information compiled by KOIN, regarding its program's effectiveness. Keppinger indicated she was in favor of the District's continued sponsorship. This program is an effective way to educate a large sector of the population in how to incorporate practical everyday conservation practices into their daily lives. Although the messages given are not specifically about Marion SWCD, they are in support of and are promoting conservation. KOIN is asking for a sponsorship fee of \$8,334.00, she said. What would you, the Board, like to do?

**DISCUSSION:**

*There were concerns that the conservation messages while good were not exactly bringing the public to our doors. Others were sad that the commercials were not seen on local stations (noting Salem has no actual Local Station). Others felt the money allocated for KOIN support, might be better used elsewhere.*

**ACTION:**

*Carr motioned that the Board NOT fund the KOIN Channel 6 advertising campaign, "Do the Right Thing". Olson 2<sup>nd</sup> the motion. Motion was passed by a unanimous vote.*

**Mandatory 1% Health Insurance Increase**

Keppinger advised the Board that according to new State regulations, the District as an employer, must now pay a 1% Health Insurance Tax Increase. This tax will amount to be approximately \$500.00 per year. We as a District / employer have no choice in the matter, the tax must be paid. This fact however, does reinforce the issue that next year we will need to look around for other health insurance options – as the costs continue to escalate.

**MEETING WAS ADJOURNED AT 9:31 PM.**

Next meeting: Wednesday, October 7, 2009 and beginning at 7:00pm.  
Location: Salem USDA's Service Center Conference Room  
650 Hawthorne Ave SE, Ste. #130, Salem, OR 97301-5894  
Special Notes: Annual Meeting: October 26, 2009 - 5:30 PM  
November meeting: Please join us on: MONDAY, November 2, 2009.

**Minutes submitted by Janice (Bryant) Calkins**