

P O Box 95 Monument, OR 97864

MEETING MINUTES

April 03, 2023

Monument Senior Center

Monthly Board Meeting

Call to Order – The meeting was called to order at 5:03 PM by Jim Bahrenburg.

Board of Directors in attendance – Jim Bahrenburg, Andy Watkins, Lisa Atkin, Brian Campbell, Jeff Thomas (via phone).

Associate Directors in attendance – None in attendance.

Staff – Erik Rook (District Manager), Todd Hoodenpyl (Office Manager), Emily Schmidt (Project Manager).

District Minutes:

A motion was made by Brian Campbell to approve the minutes of the March 07, 2023 meeting as presented. The motion was seconded by Jim Bahrenburg. The motion passed by unanimous vote.

GUEST LIST: Arron Roth NRCS (via phone), ODF Kevin Chen (Via Phone), ODFW Gabe McNasser, and John Volle.

AGENCY/ORGANIZATION REPORTS

NRCS: Arron Roth reported on deadlines for ongoing programs in Grant County. Additionally, he discussed the ongoing hiring process for open positions indicating that there are very few applicants for many open employment opportunities. Aaron is hopeful that one of the applicants hired will choose Grant County as a work location. Aaron reminded everybody of the 2023 Grant County Resource Fair on April 18th from 3 PM to 8 PM in John Day.

Erik Rook added that Monument SWCD will be present at the fair and will have a booth there.

ODF: Kevin Chen from ODF reported that they are recruiting for additional positions within Grant County and spoke briefly about the Community Wildfire Defense Grant.

PUBLIC COMMENT: No Comment provided

DISTRICT BUSINESS

1. District Manager Report: Erik Rook provided an update on current projects. A copy of the detailed report is available at the MSWCD office. Erik presented a PowerPoint presentation

on project development on Cottonwood Creek. This project is complex and could potentially effect water quality and quantity on Cottonwood Creek.

2. Financial Report: Todd Hoodenpyl provided the Monthly Fiscal report along with supporting documents. Todd provided the Board with an actual-vs-budget to date and discussed with the Board a few areas of concern. Additionally, Todd informed the Board that BA Robbins would be in the office this week to assist with SAM registration and workman's compensation reporting. **A motion was made by Brian Campbell to approve the report as presented. The motion was seconded by Lisa Atkin. The motion passed by unanimous vote.**
3. Project Report: Emily Schmidt provided the Board with an update on projects that staff have worked on throughout the month. Emily informed the Board that landowner agreements have been completed and sent for the Small Mouth Bass grant and Leafy Spurge grant. Emily also discussed the successful landowner meeting that occurred for the Rudio Creek project and spoke about snorkel survey work this summer. A copy of the detailed report is available at the MSWCD office.

ODFW PRESENTATION: Gabe McNasser from ODFW Heppner provided a PowerPoint presentation on predators and their impacts particularly on deer and elk. After the presentation, Board members had an opportunity to ask Gabe detailed questions about ODFW studies in regards to predators in the Heppner district.

OLD BUSINESS

Annual Meeting: Erik discussed with the Board about the need to have an annual meeting designated by Resolution. The board was provided with a copy of Resolution #03142023. **A motion to adopt Resolution #03142023 setting the annual meeting for May 01, 2023 5:00 PM at the Monument Senior Center was made by Lisa Atkin. The motion was seconded by Brian Campbell. Resolution #03142023 was passed by unanimous vote.**

The Board was advised that the Budget Committee will be meeting on April 12th, 2023 to complete a budget review.

NEW BUSINESS

OWEB Spring Grant Submission/ODA Capacity – The Board tabled this discussion until the May 1st, 2023 meeting.


Fiscal Management Police: The board was presented with a copy of the Financial Management Policy and presented with changes made to the policy. The Board was presented with Resolution #04022023 adopting the Financial Management Police Revised 4-3-2023. **A motion was made by Brian Campbell to approve Resolution #04022023 Adopting the Financial Management Policy. The motion was seconded by Lisa Atkin. The motion passed by unanimous vote.**

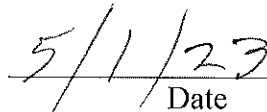
Budget and Bookkeeping Updates: Todd gave a brief update to the Board on changes that will be made to the upcoming budget and how it is documented in QuickBooks. Todd advised the Board that all the changes have also been discussed with the auditor who provided recommendations.

MEETING ADJOURNED: 7:23 pm


MEETINGS: Next MSWCD board meeting to be held at the Monument Senior Center on May 01, 2023 at 5pm.

Approved by:


Chairman/Vice Chairman


Date


Recorded and submitted by


Date

Definitions

MSWCD: Monument Soil and Water Conservation District

NRCS : Natural Resources Conservation Service

NFJDWC: North Fork John Day Watershed Council

OWEB: Oregon Watershed Enhancement Board

ODA: Oregon Department of Agriculture

SIA: Strategic Implementation Area

AG: Agricultural

CTWS: Confederated Tribes of Warm Springs

BLM: Bureau of Land Management

ODF: Oregon Department of Forestry

ODFW: Oregon Department of Fish and Wildlife

