



4577	DEQ	PSP - M17-0053	\$188.47
4578	Donna Silverberg Consulting	OWEB: Stew Crew facilitation	\$617.50
4579	Staton Companies	Odell dam removal project inv.171604	\$43,853.00
4580	Seven Oaks Native Nursery	Odell dam removal project inv. 4334	\$2,160.75
4581	Bryant Pipe & Supply	Odell dam removal project	\$350.76
4582	Columbia Gorge Fruit Growers	annual report postage	\$225.15
4583	US Forest Service	WWRI 2013 - inv. 3002163411	\$3,865.57
4584	NOWC	membership dues	\$200.00
4585	Arens & Assoc.	2015-2016 financial review	\$4,900.00
4586	OR Audits Division	financial review filing fee	\$150.00
1012	OWEB	partial refund of advance for Odell dam removal	\$7,454.36
		Total	\$83,367.79

The motion passed unanimously. Expenses this month included costs associated with the: Odell Dam removal project, annual report printing and mailing, WWRI, Network of Oregon Watershed Councils (NOWC) dues, and Arens and Associates for the audit. Jordan reported that the checking account balance is down because the district has been paying out expenses for the Odell Dam removal project and has not yet been reimbursed. Jordan reported that the District has billed Oregon Department of Fish and Wildlife (ODFW) for \$65,000 and should be receiving that payment soon. Jordan reported that the district will need to return \$7,454.36 of the advance from Oregon Watershed Enhancement Board (OWEB). She has written a check from our money market account and will replace it when the money from ODFW comes in.

**Old Business** –Cindy updated the group on the status of the **Odell Dam removal project**. She thanked the board for coming to the tour and staff for assisting with plant pick-up and staging plants for the restoration planting. She reported that the site looks good. ODFW put in a valve to shut off the irrigation pipe in addition to the one at the head gate. She reported that the landowner is happy with the project results. The restoration plantings are doing well and there will be herbicide spray and mulching done next spring.

Cindy and Megan provided the group an update on the **applications for four different grants** that were recently submitted. Megan reported that she completed an OWEB technical assistance grant proposal for a culvert replacement/fish passage design on Meadows Creek. The OWEB grant request for this project was about \$40,000. Cindy reported that she wrote another OWEB technical assistance grant for the water bank feasibility study paired with an OWRD grant proposal for the same project that she wrote and submitted in mid-October. Each of those proposals was for about \$50,000. Cindy reported that the Neal Creek Large Wood restoration project would cost more than initially thought. Cindy and Blayne did a site visit with a representative from Interfluve. He pointed out that this project will have to meet FEMA regulations which will make the cost of the design higher. However, it will also make for a safer project with better liability coverage. The OWEB restoration grant proposal for that project was written for just under \$100,000. If successful, Cindy reported that the district would receive about \$9,000 for project management from this grant. For the other two technical assistance grants we requested around \$6,000 from each grant for staff time. All of the grants have been submitted to OWEB or OWRD and we will know the final results in April. Brian asked if these grants are funded could staff handle the work load. Jordan said the projected hours for these projects were incorporated into the annual work plan.

Jordan reported that the **Strategic Implementation Area (SIA) on Odell Creek** has officially been approved at the state level. ODA has begun work and completed the initial assessment of riparian vegetation using aerial photos. They assessed a total of 947 agricultural tax lots. They classified 31 lots as low concern and 18 lots are of moderate concern. On November 28<sup>th</sup> ODA will ground truth the properties of low and moderate concern and decide if they need to be upgraded to significant or serious concern or downgraded. On November 29<sup>th</sup> the District (and possibly CTWS and NRCS) will meet with ODA to discuss the initial results of their assessment. Jordan reported that in January or February every agricultural resident along Odell Creek will be invited to an open house where ODA will present on the SIA program. Jordan said she would like the District to be listed as a resource in the letter sent out to landowners and staff plan to attend the open house. The District can be available to field any questions and provide assistance. Brian asked if there was financial assistance available. Jordan said that ODA has a designated pool of money to help fund improvement projects in the state's six SIAs. Cindy T. asked if there was money for

monitoring. Jordan was not sure. Rick clarified that the District would be allowed to support the SIA process in lieu of doing a focus area. Jordan said it can.

Jordan provided the group with **updates to the districts policies**. Jordan reported that employees have been previously classified as exempt or non-exempt by the duties they perform. However, with new rules under the Federal Labor Standards Act, employee's classification is defined by both duties and salary. Jordan rewrote the district's policy to reflect the federal changes. She pointed out that this will change both Megan and Kris's status to non-exempt salaried employees. Jordan also pointed out that she made the changes to the language on comp time policy that was discussed last month. Rick moved and Cindy seconded to adopt the new employee classification and overtime policies. The motion passed unanimously.

**New Business-** Jordan reported that the district also needed to adopt a **whistleblower policy** before January 1<sup>st</sup>. Jordan reported that she added draft "whistleblower protections" language to Section 8 of the district's personnel policies. She used language provided by SDAO and made relevant changes. Cindy moved and John seconded the motion to add a whistleblower protection policy. The motion passed unanimously.

Jordan reported that the **Western Rivers Conservancy (WRC) is requesting a letter of support** for both a land exchange and a conservation easement. The land exchange will involve purchasing an inholding of about 1,892 acres. The conservation easement will buy the development rights on 17,000 acres. Jordan said the district sent a similar letter in 2012. John asked where the land was. Jordan said it was along the West Fork Hood River, close to the confluence of McGee Creek and Elk Creek. John moved and Cindy seconded to reauthorize a letter of support to the WRC. The motion passed unanimously.

Jordan and Cindy reported to the group on their time at the **Oregon Association of Conservation Districts (OACD) and NOWC meetings** they attended last month. Jordan reported that the OACD meeting primarily focused on providing OACD feedback from the districts statewide. She felt it was good to voice some expectations and ideas. Jordan reported that she also received information regarding the updated OACD website. On the website you can find summaries of upcoming legislative issues that affect conservation districts. The OACD also offers a monthly teleconference about relevant issues. Jordan has not participated in a teleconference yet but will sit in on one. Cindy reported on the events of the NOWC meeting. She reported that there were good presentations and productive meeting sessions. She is optimistic about the partnership opportunities between the OACD and the NOWC as well as land trust organizations. She felt the conference went really well.

Jordan asked the group if they would like to keep the current **board meeting schedule** or if they would like to change the meeting times. The group discussed the options. The group decided to change the meeting schedules to 4pm-6pm throughout the year rather than changing them each season.

**Informational Reports – Carly** presented the NRCS civil rights review. Brian signed the NRCS Acknowledgement of Section 1619 Compliance. She reported that she had her annual quality assurance review and it went well. She has been busy contacting people with NRCS contracts to provide them with status updates. She has also been getting EQIP applications from growers in MFID interested in irrigation upgrades.

**Kris** reported that she worked to label and sticker the annual reports this month. She completed the small grant team meeting minutes. She did some work on the website for the plant sale and assisted the CTWS with Salmon Days. She did two rounds of PSP and well monitoring, as well a day of restoration seeding at the WWRI site. She completed the fall survey for garlic mustard and is working on completion reporting. She also spent some time on submitting forms for the Title II funding for 2017 garlic mustard work. She assisted the HRWG with picking up plants from Corvallis and staging them at Odell Dam removal site.

**Megan** has been busy working on the Meadows Creek grant application. She removed the temperature loggers for MFID. The OWEB small grant agreements have been signed and returned, she has been working with landowners to go over grant requirements. She also asked the board to respond to the "meet the board" questions.

**Cindy T.** reported that she attended Stew Crew meetings and field trips. She reported that there is a retained receipts meeting coming up. The Stew Crew may try to pursue funding because money for the facilitator position will run out in June. They may also look to other funding sources.

**Jordan** reported that most things she has worked on have been discussed earlier in the meeting. Additionally, she worked on getting the annual report mailed out.

**Directors' reports –Cindy, Rick, and John** had nothing to report.

**Chuck** reported that he participated in Salmon Days and the EFID fish salvage.

**Pete** –reported that Farmers Irrigation District (FID) replaced a two mile section of leaking pipe on the Low Line canal. They also fixed a section of line that got damaged by equipment in the last year. FID's 2017 budget has been finalized and HRWG funding was included. Pete also reported that some of FID patrons within the urban growth boundary will be switched from FID to city water. The Kingsley Reservoir expansion is on schedule.

**Brian** reported that EFID is continuing to work on the Highline Canal project. They are continuing to work with landowners to secure easements in the project area. He reported that the annual OWRC conference will be held in Hood River in the last week of November.

**Permits** – Jordan reported that she went to the BPA public meeting. They must comply with ODFW and DSL regulations on all their stream crossings and access roads. A BPA representative went through the design with Jordan. The one suggestion Jordan made was to put a gate on their access road at Post Canyon to prevent off road ATV traffic.

WRC has submitted a development request for a single family dwelling at the junction of Cooper Spur and Baseline in Parkdale.

There is also a public comment period on the land exchange between the USFS and Mt. Hood Meadows in Government Camp and Cooper Spur. Jordan has the information if people are interested, but the district will not comment.

**Other** – The next meeting will be held at 3 p.m. on Thursday, December 1<sup>st</sup> at the OSU Extension office meeting room.

#### **Summary of Actions Taken:**

- ✓ Consent agenda moved, seconded and approved.
- ✓ Moved, seconded and approved to adopt the new employee classification and overtime policies.
- ✓ Moved, seconded and approved to add a whistleblower protection policy.
- ✓ Moved, seconded and approved to reauthorize a letter of support to the Western Rivers Conservancy.

Respectfully submitted,

Kris Schaedel, Conservation Technician

Approved at the \_\_\_\_\_ meeting of the Hood River SWCD.

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John Joyer, Secretary