

**Hood River Soil & Water Conservation District  
Minutes from February 2nd, 2017 District Board Meeting**

Present: Directors: John Joyer, Brian Nakumura, Rick Ragan, Cindy Collins  
Associate Directors: Chuck Gehling and Pete Siragusa  
District and NRCS Staff: Jordan Kim, Kris Schaedel, Megan Saunders, Cindy Thieman

Steve was not in attendance. Jordan read an email update he had prepared. The Spanish handler training was held on January 27<sup>th</sup> and had 72 participants. The Worker Protection Standards train-the-trainer event was held on the 19<sup>th</sup>. However, road conditions reduced the attendance to half of what was expected. OSU has opened the Mid-Columbia Agricultural Research and Extension Center (MCAREC) director position and the application window will close on February 8th. They are hoping to have someone hired by the end of February. The entomology post doctorate position closed and they will begin interviews soon.

**Consent agenda** – Cindy moved and Rick seconded:

- To approve the minutes of January 6<sup>th</sup> as written.
- To accept the January 2017 Profit & Loss statements and the January 31, 2017 Balance Sheet as distributed. As of January 31<sup>st</sup> the balance in the bank accounts (including the CD) was \$161,770.27. Income of \$32,679.81 included: \$8,000.00 from FID for HRWG support, \$17,811.51 from OWEB for council support, \$340.50 from the plant sale, \$3,824.66 from OWEB for the Odell dam removal project, \$2,702.87 OWEB for the Forest Collaborative project, and \$0.27 in interest income.
- Expenses were those authorized at the January meeting.
- To approve payment of bills #4630-4649, and the bank transfers to the Internal Revenue Service, Oregon Dept. of Revenue, Vanguard, and Wells Fargo as follows:

Bills to be Paid                                  February 2, 2017

Check No.	Payee	Account	Amount
EP	Designer Checks	supplies	\$79.47
4630	Anne Saxby	Financial Manager wages	\$1,035.20
4631	Jordan Kim	District Manager wages	\$2,080.50
4632	Megan Saunders	Watershed Project Manager wages	\$2,379.88
4633	Kris Schaedel	Conservation Technician wages	\$2,071.88
4634	Cindy Thieman	Watershed Coordinator wages	\$3,020.82
4635	MCAREC	office rent	\$975.00
ET	Internal Revenue Service	federal employment taxes	\$3,029.97
ET	OR Dept. of Revenue	state employment taxes	\$857.47
4636	Mid-Columbia Janitorial	office cleaning	\$69.50
4637	Century Link	Office phone service	\$158.24
4638	Anne Saxby	misc. expenses reimbursement	\$39.99
4639	Jordan Kim	misc. expenses reimbursement	\$6.16
4640	Megan Saunders	misc. expenses reimbursement	\$65.27
4641	Kris Schaedel	misc. expenses reimbursement	\$45.48
4642	Cindy Thieman	misc. expenses reimbursement	\$32.11
ET	Vanguard	SIMPLE IRA	\$1,054.89
ET	Wells Fargo Vendor Services	copier lease	\$73.31
4643	Craig Office Supply	copies	\$7.49
4644	US Bank	clicktime, google, 2 laptops	\$1,374.70
4645	Donna Silverberg Consulting	OWEB stew crew grant	\$1,120.00
4646	Klindt Inc.	OWEB SG 14-16-008	\$9,080.00
4647	NACD	2017 dues	\$50.00
4648	Hood River Supply	supplies	\$29.93
4649	Hood River News	want ad for temporary technician position	\$100.00
		Total	\$28,757.79

The motion passed unanimously. Jordan mentioned that the “dues and subscriptions” included in January expenses was for the annual fee from the Government Ethics Commission. The cost of insurance reflects the payment for renewing our

policy. The copies and printing expenses include the property tax for housing the printer. Bills this month included the OWEB small grant Klindt Irrigation Improvement project, NACD dues, plant sale supplies from Hood River Supply, and the Hood River News for the help wanted ad for the temporary technician position.

**Old Business** – Jordan updated the group on the process of the **Odell Watershed Strategic Implementation Area (SIA)**. The letters from Oregon Department of Agriculture (ODA) went out to landowners inviting them to the open house to be held on February 8<sup>th</sup> at Wy'east Middle School. There was also an article by ODA in the Hood River News advertising the event. There will be approximately \$455,000 in grant funds available this spring for projects in SIA areas. Proposals will be due April 18<sup>th</sup>. There are 15 SIA's eligible for this money, so it will likely be competitive. After the open house, we should have a better idea about potential projects in the Odell SIA. Cindy and Jordan will collaborate to write a project proposal covering all of the projects in the Odell SIA. Chuck asked about the format of the open house. Jordan will try to get more information from ODA.

Cindy updated the group on the **Neal Creek Restoration Project**. She was informed that the project was recommended for funding and ranked fourth out of five projects by the OWEB review team. There is about \$1 million to be allocated and the top three projects would likely utilize most of the funds. OWEB could choose to allocate more money to restoration projects and fund the Neal Creek project. Cindy reported that the Confederated Tribes of the Warm Springs (CTWS) has enough money to complete the design portion of the project even if OWEB decides not to fund the project this round. Both the CTWS and the HRWG are comfortable moving forward with the design phase of the project. Cindy feels confident the project will be funded at some point. Cindy updated the request for proposals (RFP) for the design work to include a conditional statement that the engineer would be hired to oversee project installation pending funding. She will release the RFP on February 3<sup>rd</sup> and is hoping to have bids returned by the 21<sup>st</sup>. Cindy went over the changes in the document with the group. Most changes included dates, timeline, and exceptions for inclement weather or snow being still present. She also added the FEMA limitations and dates when invoices from the contractors are due. She mentioned that CTWS wants to use a time and materials contract for the construction. She supported this approach. Brian had a few small edits to the RFP which he provided to Cindy.

Jordan updated the group on the **temporary hire** to replace Kris while she is on maternity leave. The job was posted both on the SWCD website and the Hood River News for two weeks. Jordan received five applications and she and Kris interviewed two candidates. Jordan checked references for both candidates; both were very qualified for the position. Ultimately, Jordan recommended Michelle Byrne for the job. She has a lot of applicable skills and local knowledge. She is currently employed part time working from home and finishing her master's degree in natural resources and GIS. She has a B.S. from Berkley in biology and has worked locally with many of the district's partners. She has weed eradication, native plant, retail, computer, writing skills, and field experience. She also is familiar with staff and partners. The other candidate was a soil scientist in Corvallis with USGS. She is looking to relocate to the area and has plenty of field experience and applicable knowledge. If Michelle turns down the job, Jordan recommended offering the position to the other applicant. The board supported this decision. Rick moved and John seconded to hire Michelle Byrne as the temporary technician from March 1 through May 31, 2017. The motion passed unanimously.

**New Business** – Jordan reported that the Hood River County Weed Board wrote a letter of support for **House Bill 2043** which would result in state funding for county weed districts and the continuation of the Oregon biocontrol program. However, the Weed Board needs the county Board of Commissioners' (BOC) approval to submit the letter and the next BOC meeting is after the Legislature is meeting to review the proposal. Therefore, the County Weed Board asked if the SWCD would submit the letter. Jordan revised it and sent it to the board for review prior to the meeting. Chuck asked if this was a new program or continued funding to an existing program. Jordan said the Oregon biocontrol program is an existing program that could be cut. The funding for counties would be new. Rick asked how Wasco County paid for their weed program. Jordan said that she thought the county funded it through general funds and fees from regulation violations. Their program has gotten increasingly smaller. The group discussed County Weed Board priorities. The board supported signing and sending the letter of support for House Bill 2043. Jordan will do so.

Jordan reported that the Hood River News recently printed an article about the **EPA's proposed additions to the 303d** list in the Hood River Watershed. Most of the proposed listings are for legacy pesticides found in stream sediment. Cindy and Jordan talked with the CTWS and the Department of Environmental Quality (DEQ). The CTWS would like the SWCD to write a letter to the editor in response to the article providing some context about the PSP program. Cindy and Jordan both felt that writing a guest article to educate the public on water quality work being done in the valley would be a better approach. The group discussed points worth noting in the article highlighting progress that has been made in the valley. Jordan has agreed to draft an article and she will send it to the board, CTWS and DEQ for review.

**Carly** was not present but Kris passed out her staff report.

**Kris** reported that it has been a strange month with inclement weather and holidays but she has spent most of the month preparing for maternity leave. She has been doing a lot of plant sale preparations, working on garlic mustard, and preparations for the IWM workshops. She has helped do some work on the Odell SIA and hiring the new temp.

**Megan** has been working to get the new laptops set up. She finished the completion report for the Klindt Irrigation Improvement Project. She has continued to work on the FID report. The steelhead fishing class will be held on February 25<sup>th</sup>. Pete will get Megan the “get to know the board” questions.

**Cindy** has been busy drafting the 2017-2019 HRWG work plan. She developed a one page document that made it easier to work off of and used it at the Operations Committee meeting. She will soon begin work on updating the Watershed Action Plan. Cindy reported that the water bank feasibility study was recommended for funding and ranked first by the OWEB review team. This project is to be funded half from OWEB and half from OWRD. She will find out the project’s status from OWRD soon. She reported that the Meadows Creek project was not recommended for funding. She and Megan will get together with the USFS and discuss next steps. Cindy attended the Climate Impacts to Water conference, and presented the climate study. She said it was a good conference and well attended.

**Jordan** reported that she has been working on getting the Irrigation Water Management (IWM) training put together. The Spanish language training will be held March 29<sup>th</sup> and encouraged people to spread the word and sign up. Jordan will give a presentation at the winter horticulture meeting. The train–the-trainer event will be held the following day on March 30<sup>th</sup>. Bryant Pipe and Supply and the irrigation districts will likely send some employees. She has also been busy hiring the new temp, dealing with schedule changes due to the weather, and administrative tasks.

**Cindy and John** had nothing to report.

**Pete** said that FID has continued operations in spite of the snow and ice. They have had to shut down once or twice.

**Rick** has been doing some work with Stew Crew.

**Chuck** reported that it has been challenging to keep Moving Falls operational with all the snow and ice. The Dee weir went in recently for Oregon Department of Fish and Wildlife (ODFW) to monitor steelhead and get brood stock. Chuck reported that the river is low and they will be getting fish into Moving Falls next month.

**Brian** said that East Fork Irrigation District (EFID) has sent a letter to landowners to gauge interest for the proposed Conservation Implementation Strategy (CIS). Brian also reported that EFID is continuing to get easements for work on the Highline Canal Piping project.

**Permits** – Jordan reported that she provided comments on permit applications from the County to replace the bridges over Odell Creek on Dethman Ridge Rd. and Ehrck Hill Rd. Jordan said that she commented regarding vegetation removal, weed free seed mixes, maintaining riparian vegetation, and consulting with ODFW when channels are being dewatered.

**Other** – The next meeting will be held at 4 p.m. on Thursday, March 2<sup>nd</sup> at the OSU Extension office meeting room.

**Summary of Actions Taken:**

- ✓ Consent agenda moved, seconded and approved.
- ✓ Moved, seconded and approved to hire Michelle Byrne as a temporary employee from March 1<sup>st</sup> to May 31<sup>st</sup>, 2017.

Respectfully submitted,

Kris Schaedel, Conservation Technician

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

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John Joyer, Secretary