

**Hood River Soil & Water Conservation District**  
**Minutes from January 7<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Pete Siragusa, Rick Ragan, and Andrew Halliday

Associate Directors: Chuck Gehling and Larry Martin

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Kris Schaedel, Alix Danielsen, and Carly Heron

Visitors: Ashley Thompson (OSU) and Steve Castagnoli (OSU)

*\*Note January's meeting was held remotely via video conferencing.*

**Steve Castagnoli**, the Director of the Experiment Station reflected that it was good to be in attendance. He provided an update on the OSU Experiment Station's operations and faculty changes over the last few years. He gave brief bios of the new faculty members and feels like the Experiment Station is moving in the right direction. Steve reported that the Experiment Station will host a USDA pathology position. They are working to renovate the cold storage building into office and lab space. Steve was hopeful for the work that will get done at the Experiment Station in the coming years.

**Ashley Thompson**, the OSU Extension Agent, provided an introduction and update to the group. She reported that she has spent much of the last year working on covid-19 related efforts. She has been doing a lot of webinars which are posted to the OSU YouTube channel. There will be no Winter Horticultural meeting or Cherry Day but there will be a series of weekly webinars that is currently taking place. She has also spent time working with orchardists looking for little cherry x disease. She is also beginning to work with the SWCD on Spanish language trainings. The group thanked both Ashley and Steve for coming to the meeting.

Heather read the **Oath of Office** and Pete Siragusa, Andrew Halliday, and Brian Nakamura were sworn in as Directors of the Hood River SWCD. Heather thanked them for their service.

Heather reviewed the **elected board officer positions**. Ben moved and Rick seconded to nominate Brian Nakamura as Board Chair, Rick Ragan as Vice Chair, and Pete Siragusa as Treasurer/ Secretary. The motion passed unanimously.

Heather reviewed the **appointment of Associate Directors**. Pete moved and Rick seconded to nominate Larry Martin and Chuck Gehling as Associate Directors of the Hood River SWCD. The motion passed unanimously.

Heather explained that at the **Annual Meeting** the district reviews the Annual Report with the board. Heather put together a slideshow of the projects the SWCD has done in FY 2019-2020. Cindy and Alix presented on HRWG projects. The group was appreciative of their work.

**Consent agenda** –Rick moved, and Ben seconded:

- To approve the minutes of December 3<sup>rd</sup>, 2020 after correcting one spelling error.
- To accept the December 2020 Profit & Loss statement and Balance Sheet as distributed. As of December 31<sup>st</sup> the balance in the bank accounts (including the CD) was \$ 237,101.97. Income included: \$500 donation from a private donor, \$14,580 from ODA for SWCD Support, \$580 for reimbursed office supplies from Covid relief funds, \$3,670.75 from the Plant Sale, \$54,157.87 from OWEB for the Neal Creek Phase I Design Project, \$ 7,297.43 from OWEB for the Large wood Project on West Fork Hood River, \$13,566.01 from OWEB for the Odell SIA, \$11,620 from OWEB for the Fuentes Livestock Improvement Project, \$6,190.20 from OWEB for the

Powerdale Riparian Project, and \$15,000.00 from OWEB for the Dethman Irrigation Improvement Project.

- Expenses were those authorized at the December meeting.
- To approve payment of bills #4988-4999 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		January 7, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,893.80
4988	MCAREC	office rent	\$1,034.38
4989	US Bank	google, clicktime, payroll, zoom	\$60.97
4990	Century Link	Office phone service	\$199.98
4991	Kris Schaedel	misc. expenses reimbursement	\$49.22
4992	Cindy Thieman	misc. expenses reimbursement	\$91.58
4993	Heather Hendrixson	misc. expenses reimbursement	\$98.38
4994	Pacific Office Automation	copies, invoice # 131627	\$26.93
4995	Bruce Dethman	OWEB small grant #14-18-011	\$13,678.13
4996	Carrie Fuentes	OWEB small grant # 14-20-004	\$10,385.00
4997	Columbia Land Trust	OWEB small grant # 14-20-003	\$3,603.20
4998	East Fork Irrigation District	Invoice #49199, eastside lateral (paid via OWEB grant)	\$19,680.00
4999	Kelsey Doncaster	Dec 2020 invoice, paid via CTWS contract	\$2,300.00
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,376.02
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$991.00
EP	Vanguard IRA	Simple IRA	\$987.88
		<b>Total</b>	<b>\$69,529.91</b>

The motion passed unanimously.

**New Business** – Heather reported that the board needs to make a resolution to set the date of **next year's annual meeting**. Rick moved, and Pete seconded of setting next year's annual meeting as January 6, 2022. The motion passed unanimously.

#### **Informational Reports –**

**Carly** reported that she had spent time preparing for the Local Working Group meeting. She has continued to work to get Emily oriented. She has also been attending a lot of meetings and webinars and learning new NRCS systems. Carly reported that Emily will be the acting District Conservationist in Sherman County for the next three months.

**Kris** reported that she has been taking plant sale orders and has received a relatively large number compared to years past. She has been working on several OWEB small grant completion reports and year-2 reports. She has been doing some planning with Heather on future activities. She will do a weed presentation for the master gardeners and participated in the ODA LAC meeting. There has been a lot of technical assistance with landowners and groundwater monitoring.

**Alix** reported that she will begin maternity leave later this month. Farmers Conservation Alliance will present at the next HRWG meeting. She has been doing some end of year reporting for MFID, the Odell Dam removal project, and DID. She has been working on an article for Osprey magazine on the Powerdale Dam removal. She has been planning for the Master Naturalist program's field day in May. She applied for Bonneville Environmental Foundation funds for trees plantings.

**Cindy** reported that she has been assisting with the reporting for the EFID Eastside Lateral Project. She made edits to the Osprey article. She also met with Freshwater Trust to discuss the riparian shade temperature program they have.

**Heather** reported she hosted the ODA Local Advisory Committee meeting and made updates to the Area Plan. She is working with OSU to put together an OWEB grant for Spanish language trainings. She attended a meeting on farmland preservation and met with DEQ to discuss new permitting requirements.

**Directors' reports –**

**Rick** had nothing to report

**Larry** is working to plant natives in his yard along Ferguson Creek.

**Chuck** provided the group with a covid update and reminded everyone to be safe.

**Ben** reported that he wrapped up farm operation and has been working on some home projects. The group discussed snow pack and water availability.

**Pete** provided the group an update on the Kingsley Reservoir project. They will begin work again in spring and hope that there will be no more than approximately 30-45 days of work to finish the project.

**Andrew** introduced himself to the group. He has been busy getting started on winter pruning.

**Brian** thanked Cindy and Alix for their work with EFID. Brian reported that the contractor began work on the pipeline. He mentioned there were issues getting the pipe from a supplier in Canada with covid restrictions. He is also working on winter pruning and still working to get a district manager hired for EFID.

**Permits** –There were no permits of note.

The next meeting will be on Thursday February 4<sup>th</sup> at 4 p.m. held online via Zoom.


**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to nominate Brian Nakamura as Board Chair, Rick Ragan as Vice Chair, and Pete Siragusa as Treasurer/ Secretary
- ✓ Moved, seconded, and approved to nominate Larry Martin and Chuck Gehling as Associate Directors of the Hood River SWCD

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the Feb 4, 2021 meeting of the Hood River SWCD.

  
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Brian Nakamura, Chair

Brian Nakamura, Chair

**Hood River Soil & Water Conservation District**  
**Minutes from February 4<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Pete Siragusa, Rick Ragan, and Andrew Halliday

Associate Directors: Chuck Gehling and Richard Larson

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Kris Schaedel, Alix Daniels, and Carly Heron

Visitors: No visitors

*\*Note February's meeting was held remotely via video conferencing.*

**Consent agenda** –Pete moved, and Rick seconded:

- To approve the minutes of January 7<sup>th</sup>, 2021 as written.
- To accept the January 2021 Profit & Loss statement and Balance Sheet as distributed. As of January 31<sup>st</sup> the balance in the bank accounts (including the CD) was \$213,729.15. Income included: \$5,000 from Dee Irrigation District for HRWG support, \$17,484.84 from Confederated Tribes of the Warm Springs for HRWG Support, \$21,648.00 from OWEB for the Eastside Lateral Pipeline Project, and \$2,040.25 from Plant Sale.
- Expenses were those authorized at the January meeting.
- To approve payment of bills #5000-5006 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		February 4, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,900.91
5000	MCAREC	office rent	\$1,034.38
5001	US Bank	google, clicktime, payroll, zoom	\$185.96
5002	Century Link	Office phone service	\$173.33
5003	Kris Schaedel	misc. expenses reimbursement	\$21.73
5004	SDIS	SDIS Liability Insurance - annual	\$1,340.00
5005	Parr Excellence	Neal Creek Phase I Design	\$14,387.25
5006	Cramer Fish Sciences	Invoice #5344, strategic action plan	\$693.00
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,364.10
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,016.10
EP	Vanguard IRA	Simple IRA	\$987.88
		<b>Total</b>	<b>\$36,178.08</b>

The motion passed unanimously.

**Old Business** – Cindy provided the group a power point presentation on **the Hood River Watershed Group becoming a 501c3** and separating from the SWCD. She provided background on watershed councils in Oregon as well as the history of the HRWG and how it evolved. She reviewed the pros and cons of separating from the SWCD. The group discussed the relationship between the SWCD and HRWG as well as projected budgets, expenses, and funding sources, among other things to consider. The group will review the documents provided by the HRWG and contact Cindy or Heather with additional questions. Heather provided the group with some next steps to be taken. She would like to work through the process with two board members and a hired facilitator. Brian and Pete volunteered to assist Heather with the process. Cindy will work with her operations committee.

**New Business** – Brian stated that Richard Larson would like to stay on as an **associate member of the**

**SWCD.** Pete moved and Ben seconded to nominate Richard Larson as an Associate Director of the Hood River SWCD. The motion passed unanimously.

#### **Informational Reports –**

**Carly** reported that she hosted the Local Working Group meeting, which was successful and had good participation. She has been participating in her quality assurance review and reported that EQIP projects will be ranked in the next week. She has continued to work to get Emily oriented. Emily will continue to be the acting District Conservationist in Sherman County for the next two months.

**Kris** reported that she has been taking plant sale orders and has received a relatively large number of them compared to years past. There have been a lot of requests for technical assistance over the last month. She has also lined everything up to begin garlic mustard work in April. Kris also reported having a lot of communications with partner agencies regarding various projects and services provided and future work. She wrote several educational articles and gave an interview on KIHR on the plant sale. She has also started developing OWEB small grant projects.

**Alix** reported that she has been on maternity leave for the last couple weeks. She has continued working on the 501c3 research. She attended the HRWG meeting and the Operations Committee meeting. She has been doing some project reporting and attended a community based social marketing training. She has been working on the permitting for the Neal Creek restoration project. Alix also mentioned that they are continuing to look for large wood with the root wads still intact.

**Cindy** reported that Farmers Conservation Alliance (FCA) gave a good presentation at the HRWG meeting. She provided a comment letter to DEQ about their Integrated Report process. She has also been in communication with an aide from Senator Merkley's office and met with the prospective EFID District Manager.

**Heather** reported she finalized the Oregon Department of Agriculture's Agricultural Water Quality Area Plan. She worked with a landowner who had questions about a county landfill. She wrapped up the year's taxes and she attended an OACD legislative training.

#### **Directors' reports –**

**Chuck** provided some thoughts and comments on the HRWG becoming a separate organization. He reported that FCA gave a good presentation at the Watershed Group meeting. Chuck mentioned some background on the old landfill Heather had mentioned.

**Rick** has been skiing and working on house projects.

**Ben** reported that he is trying to hire some seasonal employees on the farm to replace crew members that have moved on. He has held several interviews. He will be starting seeds in the greenhouse in the next couple of weeks.

**Pete** has been working on getting the orchard pruned. He reported that the low elevation snowpack is below average and reiterated appreciation for the work FCA has done.

**Andrew** reported that he has been busy doing winter pruning. He will get in touch with Heather to get caught up on the business with the HRWG.

**Brian** reported that he is still working to get a district manager hired for EFID. John Buckley will stay on as district manager for as long as needed. He is continuing to prune and reported that the Hood River Basin has a 69% snowpack.

**Permits** –There were no permits of note.

The next meeting will be on Thursday March 4<sup>th</sup> at 4 p.m. held online via Zoom.

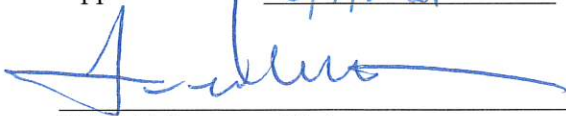
**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to nominate Richard Larsen as an Associate Director of the Hood River SWCD

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 3/4/2021 meeting of the Hood River SWCD.



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Brian Nakamura, Chair

10



**Hood River Soil & Water Conservation District  
Minutes from March 4<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Rick Ragan, and Andrew Halliday  
Associate Directors: Chuck Gehling and Richard Larson  
District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Alix Danielson, and Carly Heron  
Visitors: No visitors

*\*Note March's meeting was held remotely via video conferencing.*

**Consent agenda** – Ben moved, and Rick seconded:

- To approve the minutes of February 4<sup>th</sup>, 2021 as written.
- To accept the February 2021 Profit & Loss statement and Balance Sheet as distributed. As of February 28<sup>th</sup> the balance in the bank accounts (including the CD) was \$235,626.26. Income included: \$8,000 from Farmers Irrigation District for HRWG support, \$23,735.16 from Confederated Tribes of the Warm Springs, \$14,580 from ODA for SWCD operations, \$4,487.27 from Plant Sale, and \$7,291.76 from NRCS for the Pollinator CIG.
- Expenses were those authorized at the February meeting.
- To approve payment of bills #5007-5016 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		March 4, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,900.69
5007	MCAREC	office rent	\$1,034.38
5008	US Bank	google, clicktime, payroll, zoom, Bluehost	\$72.85
5009	Century Link	Office phone service	\$188.52
5010	Kris Schaedel	misc. expenses reimbursement	\$39.54
5011	Alix Danielson	misc. expenses reimbursement	\$61.60
5012	Heather Hendrixson	misc. expenses reimbursement	\$188.35
5013	April Gerlick	plant sale refund	\$13.75
5014	Pacific Office Automation	printer copies, invoices 179632, 234925	\$15.11
5015	AINW, Inc.	Neal Ck. Phase 1 archaeological survey	\$1,247.25
5016	Parr Excellence	Neal Ck. Phase 2 Design	\$7,510.72
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,364.04
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$986.48
EP	Vanguard IRA	Simple IRA	\$987.88
		<b>Total</b>	<b>\$28,684.60</b>

The motion passed unanimously.

**Old Business** – There was no old business to report.

**New Business** – Heather sent copies of the Neal Creek Phase 1 construction contracting RFP to the board on Wednesday for review at the meeting. Heather explained that the board is responsible for reviewing contracts and upholding adopted contracting policies. Alix then gave an overview of the Neal Creek Phase 1 project. The project includes two sites and work is expected to begin during the in-water work period in July. BPA is doing the permitting and Parr Excellence is the design engineer. There will be a mandatory pre-bid site visit. The contractor will be asked to supply a performance bond. Brian asked about including something about Covid precautions, and the group suggested including a statement about following

OSHA guidelines or including language from the SWCD Covid policy. This project will occur concurrently with the West Fork at Red Hill Large Wood Project. The RFP will be sent directly to contractors and advertised on the HRWG website. The board was given until March 9<sup>th</sup> to provide comments on the RFP. Cindy suggested a pre-project site visit with the board to see the project before restoration. She also suggested the board might want to see the Red Hill project in June, prior to restoration. Heather will send out some potential dates in June.

### **Informational Reports –**

**Carly** reported that Emily Huth is still working as the DC in Sherman County. By Feb 12<sup>th</sup> Carly had ranked the first round of EQIP applications, but due to some problems with the ranking software nationally, the process isn't complete yet. She requested an additional \$30k in air quality funds from the national office to be able to fund three local projects that exceeded the current budget. She has lots of interest in the pollinator program lately. She has been doing several project inspections as well. She held the Local Work Group meeting last month and set up a meeting next Monday to discuss plans for 2023 CISSs. Carly also mentioned that two local individuals are buying a masticator for forestry work and are potentially open to using it anywhere there is a need.

Heather reported for **Kris** that she has been busy with plant sale. She requested help with plant sale order pick-up on Friday April 2 in the afternoon. Rick offered to help around noon. Chuck and Brian said they might be able to help as well. Kris stopped taking orders for the plant sale since it was almost sold out. Heather and Kris held Kris' annual review last week. Kris went on many site visits this month.

**Alix** reported that the HRWG meeting last month went well and was well received. The next HRWG meeting on March 23 will be about a CTWS restoration project on the East Fork Hood River, given by Bill Norris. The article she wrote on Powerdale dam removal for The Osprey was published. She has spent a lot of time on Neal Creek permitting and the archaeological survey for phase 1. She is starting phase 2 with wetland surveys next week. She has several good leads on sourcing large wood with rootwads for the project.

**Cindy** reported that she has been doing lots of work on writing the Action Plan. She will be presenting on the Strategic Action Plan at the Watershed Group meeting in April. She has been doing some work on the East Fork Pipeline project and met with Farmers Conservation Alliance to talk about funding opportunities for EFID's main canal. Cindy and Heather met with Ryan Gerstenberger from the Tribes who has taken over for Chris Brun, who recently retired.

**Heather** reported she is working on a grant for OWEB for Pesticide BMP trainings in Spanish. She attended the Columbia Gorge Farmland Preservation group meeting. She attended several trainings put on by ODA, and one hosted by the Oregon Conservation Partnership on construction project bidding. She organized the annual PSP meeting for March 15, 10-12.

### **Directors' reports –**

**Rick** reported that he has been working with a neighbor on their irrigation water system.

**Chuck** reported that some fish were starting to come up the Hood River. He also thanked Chris Brun, recently retired from CTWS, for his service to the tribes and the watershed. The group concurred.

**Andrew** reported that he got in touch with Heather and got caught up on how the SWCD and HRWG work together and some of their differentiation. He has also been doing lots of orchard work.

**Ben** reported that he has some of his seeds started in the ground. He would also like to go on more site visits to see the projects we talk about at board meetings.

**Richard** has been attending meetings for several different forest collaboratives.

**Brian** reported that EFID hired a new district manager. Steve Pappas will begin March 15 and will overlap with John for training. Brian reported that the pipeline project was going well, and all the pipe has been delivered.

**Permits** –There were no permits of note.

The next meeting will be on Thursday April 1<sup>st</sup> at 4 p.m. held online via Zoom.

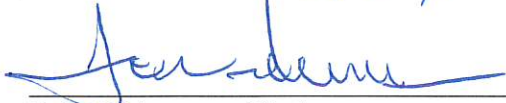
**Summary of Actions Taken:**

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the April 1, 2021 meeting of the Hood River SWCD.



Brian Nakamura, Chair



**Hood River Soil & Water Conservation District**  
**Minutes from April 1<sup>st</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Rick Ragan, Pete Siragusa, and Andrew Halliday

Associate Directors: Chuck Gehling and Larry Martin

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Kris Schaedel Alix Danielson, and Carly Heron (NRCS)

Visitors: Lissa Biehn (Wasco County Farm Service Agency)

*\*Note April's meeting was held remotely via video conferencing.*

Lissa Biehn introduced herself to the group and her role in FSA. She explained that she would like to regularly attend SWCD meetings to keep up to date on SWCD happenings and keep the group updated on FSA programs. Lissa updated the group on the Coronavirus Fund Assistance Program, the Tree Assistance Program, as well as others. She also made some recommendations for farmers to submit regular acreage reports. The group thanks Lissa for attending and sharing updates.

**Consent agenda** –Pete moved, and Ben seconded:

- To approve the minutes of March 4<sup>th</sup>, 2021 as written.
- To accept the March 2021 Profit & Loss statement and Balance Sheet as distributed. As of March 31<sup>st</sup>, the balance in the bank accounts (including the CD) was \$211,760.73. Income included: \$1,343.25 from plant sale and \$3,394.82 from OWEB for the West Fork Red Hill Large Wood Project.
- Expenses were those authorized at the April meeting.
- To approve payment of bills #5018-5031 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		April 1, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,899.34
5018	MCAREC	office rent (April 1 rate increase)	\$1,065.41
5019	US Bank	google, clicktime, payroll, zoom, HRC land use review NCP1	\$835.97
5020	Century Link	Office phone service	\$178.31
5021	Kris Schaedel	misc. expenses reimbursement	\$106.64
5022	Alix Danielson	misc. expenses reimbursement	\$69.44
5023	Heather Hendrixson	misc. expenses reimbursement	\$53.76
5024	WA Assoc. of Cons. Districts	plant sale plants, invoice# 21-115-Final	\$524.42
5025	Lava Nursery	plant sale plants, invoice#12618	\$720.00
5026	Champoeg Nursery	plant sale plants, invoice#5078	\$2,694.50
5027	Hood River Supply	plant sale materials	\$96.65
5028	Parr Excellence	Neal Creak Phase I #1117 (CTWS); Neal Creek Phase II #1116 (OWEB P2 Design)	\$13,676.00
5030	John Moeller	plant sale refund	\$35.00
5031	Pacific Office Automation	printer copies, invoice 290230	\$5.25
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,364.14

EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$986.82
EP	Vanguard IRA	Simple IRA	\$987.88
		<b>Total</b>	<b>\$38,372.97</b>

Check #5017 was voided. The motion passed unanimously.

**Old Business** – Heather reported that the **Neal Creek Phase 1** construction contractor proposals are due by tomorrow. She would like a small group of board members to review the proposals and assist in selecting a contractor. There is already a matrix for the review process. Cindy explained that it would be good to meet next week to review the proposals and decide. Pete, Rick and Andrew agreed to review the proposals. Brian will need to sign the contract mid-month. Pete moved and Andrew seconded to authorize the contracting committee to select a contractor for Neal Creek Phase 1 Implementation and sign the contract based on the selection. The motion passed unanimously

**New Business** – Alix reported that the contractor for **Neal Creek Phase 2** Design is working on the design. She will be applying for OWEB funds for implementation of Phase 2 in 2022. She is working to get match from the Confederated Tribes of the Warm Springs. The grant is due April 26th. The total project cost will be approximately \$200-300,000. She will likely apply for the Pacific Power Blue Sky Habitat Grant as well. The group was supportive.

Heather reported that she is working on an OWEB **stakeholder engagement grant** for a series of pesticide trainings. It will include air blast sprayer calibration trainings in both English and Spanish, as well as some trainings on other pesticide related issues and BMPs. Total grant amount is around \$30,000. The group was supportive.

Brian asked about the **PSP spring meeting**. Heather reviewed the meeting and results of the program. Funding from ODA for PSP monitoring should continue through the next biennium.

#### **Informational Reports –**

**Carly** reported that she received new office furniture and got the office organized. She has been working on reviewing EQIP applications and building agreements. There is a cut-off deadline in mid-April. Carly requested additional air quality funds because she spent the \$500,000 already allocated. She reported that there was a news article featuring the pollinator program and she also met with a group of landowners to discuss the forest health program. She is working to develop a new CIS and may join the OWEB regional review team. Carly's boss, and Basin Team Lead for NRCS, Kevin Conroy is retiring on April 15<sup>th</sup>.

**Kris** reported that she has been busy with plant sale and garlic mustard. She reported a huge influx of technical assistance requests with over 70 emails, phone calls, or site visits in the last two months. She again asked the board if anyone could assist with the plant pick-up days, specifically Friday. Several board members offered to help.

**Alix** reported that the HRWG meeting last month went well and was well received. The next HRWG meeting on April 27<sup>th</sup> will be Cindy presenting on the Action Plan. She attended a site visit with landowners on the East Fork Hood River for a potential project. She has been assisting with the writing of the Action Plan and has been working on Neal Creek Phase I permitting. She is working to get the FID pipeline pollinator project lined up. She discussed amendments to the Neal Creek Phase I design and Phase 2 design contracts that Brian signed earlier this week.

**Cindy** reported that the Action Plan is close to being done. She attended a talk on river restoration and beavers. She also attended the site visit on the East Fork Hood River and has been assisting Alix on the Neal Creek Restoration Project. Cindy reported that she finalized the contract for the Red Hill Large Wood Project and the Eastside Lateral project is moving along well.

**Heather** reported she talked with Steve Castagnoli on the background of his pesticide trainings and is continuing to work on a grant for OWEB for Pesticide BMP trainings in English and Spanish. She wrote an article on wetlands for the Master Gardeners and the newspaper. She also began working on the annual workplan and the budget.

**Directors' reports –**

**Chuck** had nothing to report.

**Andrew** has been busy with orchard operations.

**Ben** reported that he has also been busy with farm operations.

**Rick** had not much to report but discussed a recent Stew Crew meeting with Carly.

**Brian** reported that EFID is continuing to train the new District Manager and the Eastside Lateral Project is close to being completed.

**Permits** –Heather reported on a renewal authorization permit from Department of State Lands for the Duckwall cold storage building wetland mitigation.

The next meeting will be on Thursday May 6<sup>th</sup> at 4 p.m. held online via Zoom.

**Other business** Heather reported that she will work with Cindy to put together a scope of work for a facilitator to assist in the transition process of the HRWG becoming a 501c3. They will present the SOW at the May board meeting.

**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to authorize the contracting committee to select a contractor for the Neal Creek Phase 1 and sign the proposal based on the selection.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 5/6/2021 meeting of the Hood River SWCD.



Brian Nakamura, Chair





**Hood River Soil & Water Conservation District  
Minutes from May 6<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Rick Ragan, Pete Siragusa, and Andrew Halliday

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Kris Schaedel, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Marganne Allan (ODA), Theresa DeBardelaben (ODA), Damon Brosnan (NRCS) Lissa Biehn (Wasco County Farm Service Agency)

*\*Note May's meeting was held remotely via video conferencing.*

The group introduced themselves for the sake of the visitors.

Marganne Allan introduced herself to the group. She is the new Agricultural Water Quality Program Manager for the Oregon Department of Agriculture (ODA). She reported on the upcoming ODA budget and reported that the SWCD support will remain stable through the next biennium. She also provided updates on changes to the Focus Area program.

Theresa DeBardelaben also updated the group on changes to the Focus Area program and reported that it will now be optional for districts to participate in the program. She mentioned that Hood River will have a Strategic Implementation Area coming up and would like to meet with Heather and Kris to discuss the changes to the program.

Damon Brosnan introduced himself to the group and provided background information on himself. He is the new Basin Team Leader for the Deschutes Basin, replacing Kevin Conroy who recently retired. He is looking forward to getting to know the region, people, and programs.

Lissa Biehn reported that the livestock forage program may become available in Hood River due to the ongoing drought conditions. She has continued working to get EQIP applicants eligible for NRCS Programs. She mentioned that if people have an 18% or greater loss from disease or natural disaster, they can be eligible for emergency loans. She also mentioned she is looking for nominees for the FSA board in the Parkdale area.

**Consent agenda** –Pete moved, and Rick seconded:

- To approve the minutes of April 1<sup>st</sup>, 2021 as written.
- To accept the April 2021 Profit & Loss statement and Balance Sheet as distributed. As of April 30<sup>th</sup>, the balance in the bank accounts (including the CD) was \$244,253.65. Income included: \$14,580.00 from ODA for quarterly district support, \$11,136.29 from OWEB for quarterly Council support, \$29,070.54 from CTWS for payments on the new contract, \$13.75 from plant sale, \$9,275.13 from OWEB for Neal Creek Phase I design, and \$6,429.85 from OWEB for the Elias Irrigation Improvement Project.
- Expenses were those authorized at the April meeting.
- To approve payment of bills #5031-5045 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		May 6, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,500.62
5031	MCAREC	office rent (April 1 rate increase)	\$1,065.41

5032	US Bank	google, clicktime, payroll, zoom, plant sale supplies	\$202.02
5033	Century Link	Office phone service	\$197.00
5034	Kris Schaedel	misc. expenses reimbursement	\$216.82
5035	Alix Daniels	misc. expenses reimbursement	\$84.79
5036	Heather Hendrixson	misc. expenses reimbursement	\$118.19
5037	WA Assoc. of Cons. Districts	silk tassel, invoice #21-595	\$127.00
5038	Ash Creek Forest Management	garlic mustard crew, invoice #5470	\$9,850.00
5039	AINW, Inc.	invoice#9028, CTWS NCP1 implementation	\$10,267.23
5040	Broken Acres LLC	Elias Small Grant midway payment (#14-20-006	\$6,429.85
5041	Cramer Fish Sciences	Invoice # 5542. OWEB Strategic Action Plan	\$2,598.00
5042	EFID	Invoice #49217. For WPN, CTWS Whiskey Creek	\$840.00
5043	Gary LeBold	plant sale refund	\$13.75
5044	Pacific Office Automation	printer copies, invoice 345907	\$52.46
5045	Parr Excellence	invoices 1121, 1122 (NCP1 implementation, NCP2 design)	\$17,751.02
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,364.08
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$989.58
EP	Vanguard IRA	Simple IRA	\$987.88
		<b>Total</b>	<b>\$67,729.14</b>

The motion passed unanimously.

**Old Business** – No old business to report.

**New Business** – Heather presented the **annual workplan**. She explained that staff used the same template as in years past. She explained that it is a helpful guiding document to better understand where time is being spent and capacity in the upcoming year. The categories are congruent with the payroll time tracking software and is a requirement of ODA for capacity funding. Heather reviewed the new projects added this year as well as the tasks that are funded by ODA and OWEB support. Heather will send it to the group for review and would like to approve it at the next board meeting.

Heather reviewed the **draft budget** for the group. The typical funding sources such as support from ODA, OWEB, the Confederated Tribes of the Warm Springs (CTWS), and the irrigation districts are estimated to stay about the same as in past years. Ongoing projects like OWEB small grants, garlic mustard, and plant sale are also estimated to be consistent with previous years. Heather reviewed the new projects including the Red Hill Large Wood project, the Pollinator Conservation Innovation Grant, and the contract with the CTWS. New expenses include a new website for the SWCD so that they can accommodate online plant sale ordering and facilitation services regarding the HRWG becoming a 501c3 organization. Heather created two budgets, one with and one without 1.5% salary raises. Heather asked the board to review the budget and contact her with any questions. She would like the board to approve the budget at the June board meeting. The group agreed.

Heather provided slides and an overview of ODA's **Focus Area program** and explained that there are changes for the upcoming biennium. ODA asked all SWCDs in Oregon for feedback on how the program was working. Results showed that many of the districts wanted to opt out of the Focus Area program. ODA has decided to make the program voluntary. Kris and Heather agreed that the district should opt out given the program has not been successful in Hood River. Kris further explained factors that made the program ineffective in the Hood River valley and reiterated that they could still do the practices that were useful. Brian suggested putting together a pros and cons list for the group to review. Theresa also mentioned that most districts will opt out of the now voluntary program citing lack of success or because they have a Strategic Implementation Area in progress. Heather will provide the group a pros and cons list

and send it out for discussion at the next board meeting.

**Heather** and **Cindy** drafted a **scope of work** for a facilitator to assist with the 501c3 transition process. Heather provided the group some background on the HRWG wanting to create a separate 501c3 organization. Heather explained that this proposed transition has created a lot of questions and tension amongst the two organizations and that a facilitator would assist in the process. Cindy and Heather will send the scope of work to three local facilitators. Heather reviewed the scope of work. Rick thought it looked good but emphasized staying within budget and staying focused on the bigger topics at hand. Heather would like any feedback from the board. She and Cindy will work on sending it out to facilitators to gauge interest. She will report back at the next board meeting.

**Cindy** reported that there is about \$80,000 in **RAC funds** from the USFS for the Mt. Hood Ranger District. Cindy and Alix will apply for additional funds for Neal Creek Phase II Implementation. Kris will apply for funds for three additional years of garlic mustard abatement work, which will be scalable.

### **Informational Reports –**

**Carly** reported that she has been working on reviewing EQIP applications for irrigation upgrades, pollinator habitat, and forest health projects. She reported that forest plans will now be done through Brian Reel at Oregon Department of Forestry. Carly is continuing to work on a Joint Chiefs project and is preparing for a meeting next month. She has also attended several meetings and trainings this month.

**Kris** reported that she has been busy with plant sale and garlic mustard. She reported that the 2021 plant sale sold the most plants and grossed the most money compared to previous years, in spite of all of the challenges. She explained that there is a strong desire to go to online ordering which would increase sales and reduce staff time. She will put together a proposal for the next board meeting. She reported that garlic mustard work went really well this year. For the first time in over a decade she thinks they got all the flowering plants pulled at the known infestation locations. The hand-pulling crews were able to pull about 95% of the total plants in the entire infestation, and the flowering plants in the rest of the area.

**Alix** reported that she has started the MFID monitoring, and thanked Ben for helping her in the field. She is preparing a Clean Rivers Coalition presentation for the CONNECT conference. She has been busy with the Neal Creek Phase I permitting applications. They now have a preliminary design for Phase II and are reviewing it with the landowners and BPA. She got an OWEB grant submitted for Neal Creek Phase II Implementation and is continuing to work on the Powerdale OWEB small grant. She installed pollinator nesting traps along the FID pipeline and reported that the spring weed spray was done. They will plant the pipeline in fall of 2021.

**Cindy** reported that the Action Plan is close to being done and hopes to have a draft out next week. She would like to present on the agricultural portion of the action plan to the board next month. She assisted the CTWS with their Hood River Habitat Project proposal for their NWPPC Provincial Review. She also presented the Action Plan at the HRWG meeting. She helped EFID invoice NRCS for the East Fork pipeline project and she has assisted Alix with the Neal Creek project.

**Heather** reported she talked with Marganne Allen at ODA about operations etc. She assisted Kris with the plant sale and got signed up for the CONNECT conference. She spent a lot of time working on a pesticide applicator training grant proposal which she submitted to OWEB and EPA. She participated in the Oregon Agricultural Trust focus group. She spent time working on the budget, tax reporting, and the annual work plan.

### **Directors' reports –**

**Rick** reported that he was reappointed to the RAC committee and will attend the meeting in early June.

**Andrew** has been busy with orchard operations and getting his irrigation upgrade installed.

**Ben** reported that he has also been busy with farm operations and helped Alix with the MFID temperature monitoring. He expressed concern over the drought conditions.

**Pete** reported that the Kingsley project is on hold and the contractor will begin work in June. He mentioned that it has been the driest April on record in Oregon. FID may begin to notify landowners recommending reduced water use.

**Chuck** gave a kind memorial to Jim Newton, a retired fish biologist for ODFW, who passed away earlier this month.

**Brian** reported that EFID is continuing to train the new District Manager and the Eastside Lateral Project phase I is completed. There are fish in the EFID acclimation ponds on the East Fork and he will turn on his irrigation next week.

**Permits** –Heather reported that two neighboring landowners resubmitted permits to develop residences on EFU land on Orchard Rd. The permit was originally denied by the county due to its impact on agriculture. Access roads were changed for the new permit. The group commented on the original permit application in 2019 regarding wetlands and septic systems. No new comments will be submitted.

Heather reported that she received a complaint from landowners on old Parkdale Road about a neighboring orchard with no ground cover that is causing a lot of erosion from wind and water. Heather will write a letter suggesting good agricultural practices and remind the landowners of agricultural rules and regulations. Heather suggested that the landowner could file a complaint with the county or ODA.

The next meeting will be on Thursday June 3rd at 4 p.m. held online via Zoom.

**Other business** Heather asked if it would be alright to change the July board meeting to the second Thursday in July. It is the start of the new biennium and she will have been on vacation the two weeks prior. The group was supportive.

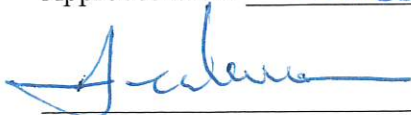
**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the June 3, 2021 meeting of the Hood River SWCD.



Brian Nakamura, Chair

**Hood River Soil & Water Conservation District  
Minutes from June 3<sup>rd</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Rick Ragan, Pete Siragusa, and Andrew Halliday  
Associate Directors: Chuck Gehling  
District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Kris Schaedel, Alix Danielsen, and Carly Heron (NRCS)  
Visitors: Lissa Biehn (Wasco County Farm Service Agency)  
*\*Note June's meeting was held remotely via video conferencing.*

Lissa reported that the County Committee election is still looking for a local representative from the area south of Willow Flat Rd. If farmers have experienced cherry loss from freeze, they will need to get an assessment completed to recover losses. The Covid Food Assistance Program is still open for sign-ups. Also, farmers need to file any losses on diseased or damaged trees. Growers also need to file any changes to their acreage report. She thanked Carly for her assistance with EQIP applicants.

**Consent agenda –Pete moved, and Rick seconded:**

- To approve the minutes of May 6<sup>th</sup>, 2021 as written.
- To accept the May 2021 Profit & Loss statement and Balance Sheet as distributed. As of May 31<sup>st</sup> the balance in the bank accounts (including the CD) was \$192,375.27. Income included: \$15,869.76 from OWEB for Neal Creek Phase II Design.
- Expenses were those authorized at the May meeting.
- To approve payment of bills #5046-5058 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		June 3, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,501.11
5046	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5047	US Bank	google, clicktime, payroll, zoom, Connect reg. HH and KS	\$168.07
5048	Century Link	Office phone service	\$184.09
5049	Kris Schaedel	misc. expenses reimbursement	\$48.83
5050	Alix Danielsen	misc. expenses reimbursement	\$116.58
5051	Cindy Thieman	misc. expenses reimbursement	\$109.20
5052	Heather Hendrixson	misc. expenses reimbursement	\$67.20
5053	East Fork Irrigation District	CTWS FY21 contract - WPN engineering, Whiskey Creek, invoice #49221	\$4,275.00
5054	Cramer Fish Sciences	Invoice #5621, OWEB Strategic Action Plan	\$1,541.25
5055	SDIS	2021-2022 Worker's Comp premiums	\$601.42
5056	Farmers Irrigation District	May 25 invoice, NRCS Pollinator CIG project contract work	\$255.78
5057	Pacific Office Automation	printer copies, invoice 404183	\$24.73
5058	Parr Excellence	NCPI (PPBS) invoice #1125, NCP2 design (CTWS) #1126	\$13,437.70
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,783.06
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$969.04
EP	Vanguard IRA	Simple IRA	\$987.88
		<b>Total</b>	<b>\$40,209.79</b>

The motion passed unanimously.

**Old Business** – Heather reviewed the **annual workplan**. She reiterated that staff used the same template as in years past and used previous plans to guide the estimates for the upcoming year. The plans have become fairly accurate especially with projects that are established and occur every year. She explained that it is a helpful guiding document to better understand where time is being spent and capacity in the upcoming year. The categories are congruent with the payroll time tracking software and is a requirement of ODA for capacity funding. Pete asked if staff were comfortable with the limited number of contingency hours. Heather felt that the schedules were full but doable. Rick asked if the work plans were used as a planning document for future projects. Cindy said she uses the workplan as a guide for estimating hours on grant applications. Heather agreed and added that the SWCD has more regular annual projects and it helps to look at the benefits and costs of each project. Rick moved and Ben seconded to approve the HRSWCD staff's annual workplan. The motion passed unanimously.

Heather explained that Kris has done some research on how to accept credit card payments for **plant sale** purchases. Kris spoke extensively with staff at Underwood Conservation District about the systems they have used over the last six years, and the pros and cons of each system. Heather reviewed the costs and benefits of a new website for accepting credit cards. Heather also provided a financial assessment of the upgrade. A new website would cost approximately \$300/yr, and the program for accepting credit card payments charges a 2.9% fee on each purchase plus \$0.30 per transaction. However, there would also be an estimated savings of approximately 100 hours of Kris's time and about 10 hours of Heather's time. Ben suggested just developing a new site for the plant sale page instead of redoing the entire website. Both Heather and Kris thought that was a good idea, especially for the first year. Kris will meet with a staff member of UCD to learn more about setting everything up. The group was supportive.

Heather reviewed the **budget message** for the group. She showed that income from the 2020-2021 year was approximately \$567,000 and expenses were \$550,000. She pointed out that because the income was over \$500,000, the district will need a full audit instead of an audit review as in year's past. She reviewed the sources of income and expenses from the past year. The ending fund balance will be around \$170,000. She reported that the action plan was in last years budget but will finish up in this upcoming year. Heather reviewed the anticipated upcoming grants and anticipates another full audit for the 2021-2022 fiscal year. Heather anticipates the same in capacity funding from both OWEB and ODA and Cindy is working with the Confederated Tribes of the Warm Springs to secure a contract for next year. The group discussed variables in the upcoming budget. Kris asked about the \$-6,336.35 account balance. Heather said that the final numbers changed from the draft budget presented last month because of the need for a more expensive full audit. Cindy pointed out that this is a conservative budget and if the grants that have not yet been approved are awarded that will bring that number into the positive. Brian asked about CTWS funds that need to get spent by September 30<sup>th</sup>. Cindy explained that the deadline for that contract is in the process of being moved to the end of December. Pete asked for a budget vs actual for the year. Heather will have it at the next board meeting in July. Pete moved and Ben seconded to approve the budget for fiscal year 2021-2022. The motion passed unanimously.

Heather explained that Oregon Department of Agriculture used to require SWCDs to devote 25% of the capacity funds to work on the **Focus Area program**. ODA recently surveyed the SWCDs across the state about the efficacy and desire to keep the program. Ultimately, conservation districts, ODA, and the Soil & Water Conservation Commission supported ending the program or making it optional, without a reduction in capacity funding. Heather reviewed the district's work in the focus area program and the limited amount of on-the-ground work that has resulted from it. She reviewed a list of pros and cons that she and Kris had generated. Both Heather and Kris are supportive of opting out of the Focus Area program. However, they may retain some aspects, like the mapping of watersheds, that are useful tools that may be useful. The group was supportive.

Heather reported that she and Cindy updated **the scope of work for the facilitator** to assist in the HRWG 501c3 development. Cindy sent the SOW to three facilitators and has currently received one proposal back. Proposals are due June 7<sup>th</sup>. Heather, Brian, and Pete will review the proposals and meet with Cindy to choose a facilitator. Heather will send out all the proposals to the group. The group was supportive and will read over the proposals sent out by the facilitators

#### **New Business –**

Heather reported that the **Friend & Reagan contract** needs to be updated because the original contract was only for audit reviews and this year the district will require a full audit. She reviewed the contract for the group. ete asked about why there was a built in \$400-\$500 cost increase each year. Heather will check in with Friend & Regan about the rate increase. Brian and Pete will check on rates that EFID and FID pay for their annual audit. Pete moved and Rick seconded to approve the contract amendment pending any changes needed based on the rate increase for the audit services. The motion passed unanimously.

Heather reported that Alix developed a **contract with Neal Creek Forest Products** to purchase 57 logs and rootwads at \$1,160 per log for the Neal Creek Restoration Project. There will also be another contract with James Dean Construction for \$1,700 for six logs at \$240 each, plus delivery. Heather signed this contract. Rick asked about the quality of the rootwads. Alix explained that there are certain specs the logs need to meet but no specific definition of quality. Hopefully Cindy and Alix will be able to pick out the logs they want for the project. The group discussed options for stockpiling logs in the future. Rick moved and Pete seconded to approve signing the contract with Neal Creek Forest Products. The motion passed unanimously.

#### **Informational Reports –**

**Carly** reported that it was nice to have Emily back from her detail in Sherman County. She has been continuing to assist Emily get up to speed on programs as well as project inspections and completions. She has also been assisting Emily with getting job approval authority for various practices. She has conducted several site visits for EQIP applicants. She is also working to develop an online “library” that would have valuable resources for applicants.

**Kris** reported that she replaced all the silk tassel that plant sale customers ordered, because none of the plants survived. However, all the replacement plants also died. It was a good faith effort, but she will not offer silk tassel again. She has been putting together a presentation for the Master Gardeners on noxious weeds. She assisted with reviewing the pesticide training grant application as well as applied for USFS title II funds for garlic mustard work. She attended CONNECT and took vacation time.

**Alix** reported that she has continued to work on the Action Plan with Cindy. She got the MFID temperature loggers deployed. She presented on behalf of Clean Rivers Coalition at the CONNECT conference. She reported that the Master Naturalist field tour went well. She has been working on permitting for the Neal Creek Phase I Implementation project and hosted a couple site visits to the project location. She did some work on the Pollinator Pipeline CIG. She also assisted the county with the Evan’s Creek Culvert Project post project assessments and attended an OWEB workshop on lampreys.

**Cindy** reported that the Action Plan draft has been completed and sent out to reviewers. She put together a presentation for the Board of Commissioners.

**Heather** reported she primarily spent the month working on budgets and bills and end of the year reporting. She got the weed of the month campaign running again. She mentioned that she totaled up the irrigation improvements that have been accomplished through NRCS and OWEB small grants, and approximately 5,000 acres have been upgraded since the early 2000s.



**Directors' reports –**

**Chuck** reported that both the CTWS and ODFW have closed fishing for spring Chinook due to low numbers of returning salmon.

**Andrew** has been busy with orchard operations and wrapping up his irrigation upgrade.

**Rick** reported that he has been reviewing RAC proposals. There is \$207,000 in requests and only \$80,000 in funds.

**Pete** reported that the Kingsley project contractor has mobilized equipment and will begin work again soon. Pete commented on the two driest months this spring and is getting ready for a drought year.

**Ben** reported that he has also been busy with farm operations and had been doing some fishing.

**Brian** reported he attended the ribbon cutting for the EFID pipeline, and FCA gave John a placard. John will officially retire in June.

**Permits** –There were no permits of note.

The next meeting will be on Thursday July 8<sup>th</sup> at 4 p.m. held online via Zoom. Note this is one week later than normally scheduled board meetings.

**Other business** Cindy provided the group a power point presentation on parts of the Action Plan that pertained to on-farm water conservation. She outlined optimal stream flows with habitat availability and conservation opportunity. The group thanked her for the presentation.

**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved the HRSWCD staff's annual workplan
- ✓ Moved, seconded, and approved the budget for fiscal year 2021-2022
- ✓ Moved, seconded, and approved the audit contract amendment pending any changes needed based on the rate increase for the audit services
- ✓ Moved, seconded, and approved the signing the contract with Neal Creek Forest Products

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 7/8/21 meeting of the Hood River SWCD.



Brian Nakamura, Chair



**Hood River Soil & Water Conservation District  
Minutes from July 8<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, and Rick Ragan

Associate Directors: none

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Kris Schaedel, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Marganne Allan (ODA) Lauren Winans (Wasco County Farm Service Agency)

*\*Note July's meeting was held remotely via video conferencing.*

Marganne reported that the Oregon Department of Agriculture's (ODA) budget was looking good and hopes that no additional positions from ODA will be cut. She will update the group when the budget has been finalized and approved. She reported that there will be an Agricultural Water Quality Advisory Committee meeting on July 27<sup>th</sup> and a SWCC meeting on the 24<sup>th</sup> and 25<sup>th</sup> of August.

Lauren reported that the County Committee is still looking for a local representative from the area south of Willow Flat Road for a three-year term. If farmers have experienced loss from drought or heat, they will need to file a notification of loss. There is also a livestock forage disaster program available for livestock owners.

**Consent agenda** –Ben moved, and Rick seconded:

- To approve the minutes of June 3rd, 2021, as written.
- To accept the June 2021 Profit & Loss statement and Balance Sheet as distributed. As of June 30<sup>th</sup>, the balance in the bank accounts (including the CD) was \$152,920.48. Income included: \$774.00 from Middle Fork Irrigation District for reimbursement for temperature probes.
- Expenses were those authorized at the June meeting.
- To approve payment of bills #5059-5068 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		July 8, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,501.45
5059	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5060	US Bank	google, clicktime, payroll, zoom, carbonite backup, MFID temp probes	\$1,030.66
5061	Century Link	Office phone service	\$174.29
5062	Kris Schaedel	misc. expenses reimbursement	\$70.80
5063	Alix Danielsen	misc. expenses reimbursement	\$231.39
5064	Parr Excellence	CTWS FY21 contract, NCPH Design - invoice #1112	\$10,780.20
5065	Klein & Associates	CTWS FY21 contract - invoice # 20186	\$2,569.88
5066	Cascade Veg Management	NRCS pollinator CIG - invoice #1008 (\$1,000), HRWG for Odell dam removal project, invoice #1022 (\$250)	\$1,250.00
5067	AINW, Inc.	CTWS FY21 contract, Neal Creek Phase I. Invoice #9059	\$834.38
5068	Pacific Office Automation	copies, invoice #460815	\$8.10
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,783.08
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$968.04
EP	Vanguard IRA	Simple IRA	\$987.88
		Total	\$36,329.00

The motion passed unanimously.

**Old Business** – Heather reminded the group that a request for proposals was sent out to three facilitators for assisting with the **HRWG's desire to become a 501c3**. Brian, Pete, Heather, Cindy, and Chuck met to discuss the three proposals. The group decided to follow-up with Donna Silverberg with Silverberg Consulting. Cindy and Heather will meet with Donna next week to have a preliminary discussion to help clarify the needs and conflicts of the situation. Heather explained that she will write a contract that spans four months. Heather outlined the steps and general plan for the facilitation process for the group. Donna will receive payment once a month, with the total not to exceed \$4,000. The group was supportive.

#### **New Business –**

Heather reported that the **budget vs actual** document is still technically a draft, and the numbers could change slightly after the audit. Heather ran through the different budget categories and highlighted the discrepancies. Heather reported that most discrepancies can be explained by the timing of grant projects getting done on the ground or dates that funding came in. The timing on projects and billing are hard to anticipate. A large discrepancy is the Eastside pipeline project has been pushed out and was not completed in this fiscal year. The action plan will be completed in the next fiscal year and the payment for garlic mustard has yet to be received. Heather reported that the net income is \$-37,143.71, however when the payments get finalized the income will look closer to a positive \$12,000. The ending fund balance is \$147,181.09. Subtracting out the four months of operating expenses and unpaid leave there is \$31,539.67 available. Heather presented a graph of unrestricted funds over time that showed an overall upward trend. The group was supportive.

Cindy explained that she would like to put together a sole source justification to hire **Archeological Investigations NW (AINW)** to do the survey work for the EFID Whiskey Creek pipeline project. Cindy explained that the pipeline locations have been determined and they need an archeologist to survey the site. We have contracted with AINW in the past on EFID pipeline projects. They had the best rates and are already familiar with the project location and scope of work. Hiring AINW for this portion of the project would be much more efficient than going out for bid and would likely produce the same result. Cindy will secure an estimate from AINW for the work and put together a sole source justification. The work will cost under \$25,000 so Heather will be able to sign for it. Rick moved and Ben seconded to sign the sole source justification to hire AINW. The motion passed unanimously.

#### **Informational Reports –**

**Carly** reported that Emily has been working on EQIP sign-ups and it was nice to have the assistance. There is a new program called the Conservation Incentive Contract for drought affected regions across the state. Carly also expressed limitations of NRCS forestry programs due to the limited access to foresters to assist with programming.

**Kris** reported that she presented to the Master Gardeners on noxious weeds and it was well received. She has also been fielding a lot of technical assistance requests primarily regarding weeds. A colleague from West Multnomah SWCD alerted her to the fact that there is a goat's rue infestation on the west side of Hood River. Goat's rue is a state and federally listed weed. Kris expressed the need for the county or district to have capacity to be able to deal with situations like these.

**Alix** reported that the Red Hill project has started. She had to do some last-minute changes to the scope of the Neal Creek Phase I Project due to property boundary disputes at one of the sites. She is waiting on BPA to review the changes. She reported that she had review meetings with OWEB and the USFS RAC team for Neal Creek. She has also assisted the County with Evans Creek Project monitoring. There will be a work party at the Odell Dam removal site on the 16<sup>th</sup> at 8am if anyone is interested.

**Cindy** reported that she presented an annual report to the Board of Commissioners. She met with Ryan Gerstenberger to discuss the upcoming CTWS budget. Cindy participated in Senator Merkley's Town Hall. She is still taking edits and comments on the Action Plan draft. She has been working with EFID on pipeline logistics and worked with the contractor on weed treatments on the road that will be used for the Red Hill project.

**Heather** reported she also presented to the Board of Commissioners. She will meet with Cindy and Ryan to discuss the OWEB small grant priorities and rules. She attended a NRCS meeting regarding a new forest health CIS. She reported that there is a new small-farms and organic CIS that will be available soon. She also took a two-week vacation.

**Directors' reports –**

**Rick** commented on the severity of the drought he observed in his travels to California. He also worked with the USFS RAC to determine funding allocations on proposals.

**Ben** reported that he has been busy with farm operations. He asked about the capacity for water conservation with hay producers. The group discussed the potential.

**Brian** reported he experienced damage to his cherries from heat. He will start picking next week. He reported that EFID has hired a new office person.

**Permits** –There were no permits of note.

The next meeting will be on Thursday July 8<sup>th</sup> at 4 p.m. held online via Zoom. Note this is one week later than normally scheduled board meetings.

**Other business** Heather mentioned that she was contacted by OSU for two letters of support. The first letter is to support a survey of growers in reference to climate change and what are the most pressing needs from the agricultural community that OSU Extension should focus efforts on. The second was to support a climate action curriculum. Heather felt she needed additional information on what the expectations were on supporting this. She will follow up but barring anything exceptional she will submit letters of support to both programs. The group was supportive.

Heather also mentioned that she has been researching potential health care reimbursement programs. This could potentially be a way to offer additional benefits to employees without committing to offering health insurance. Heather will continue to do research and look at the various options and present to the group at a later date.

In accordance with ORS 192.660(2)(i), the board moved into executive session to conduct the District Manager's annual performance evaluation.

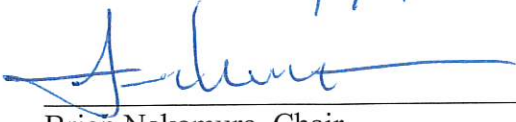
**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to sign the sole source justification to hire Archeology Investigations Northwest

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 8/5/21 meeting of the Hood River SWCD.



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Brian Nakamura, Chair

**Hood River Soil & Water Conservation District**  
**Minutes from August 5<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Andrew Halliday, Pete Siragusa, and Rick Ragan

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Scott Oviat (NRCS) and Lauren Winans (Wasco County Farm Service Agency)

*\*Note August's meeting was held remotely via video conferencing.*

The group introduced themselves for the sake of the visitors.

Scott Oviat, the Snow Survey Supervisory Hydrologist for NRCS out of the Portland office, provided the group a presentation. His presentation covered information on precipitation trends, their effect on stream flow, and future projections. The group thanked Scott for the informative presentation.

Lauren reported that FSA has a new program for timber hauler harvest for the 2019-2020 season. It is an easy program to sign up for. She asked that farmers report any acreage changes soon. If farmers have experienced loss from drought or heat, they will need to file a notification of loss. There is also a livestock forage disaster program available for livestock owners. Also, an emergency loan program is still available to agricultural producers. There has been a nomination for the local representative from the area south of Willow Flat Road for a three-year term. Voting will occur in November.

**Consent agenda** –Ben moved, and Rick seconded:

- To approve the minutes of July 8<sup>th</sup>, 2021, as written.
- To accept the July 2021 Profit & Loss statement and Balance Sheet as distributed. As of July 31<sup>st</sup>, the balance in the bank accounts (including the CD) was \$113,844.33. Income of \$150,190.55 included: \$8,000 from Middle Fork Irrigation District for Watershed Group Support, \$4,343.44 from The Confederated Tribes of the Warm Springs for Watershed Group support, \$968.84 from Hood River County for Evans Creek project support, \$5,115.00 from the CTWS for the Whiskey Creek Pipeline Project, \$18,090.21 from the CTWS for the Neal Creek Phase II Project, \$12,971.00 from the CTWS for the Neal Creek Phase I project, \$75,004.80 from OWEB for the West Fork Red Hill Large Wood Project, \$11,054.22 from OWEB for the Upland Fruit Irrigation Improvement Project, and \$14,643.04 from the USFS for the Garlic Mustard Abatement Project.
- Expenses were those authorized at the July meeting.
- To approve payment of bills #5069-5083 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		August 5, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,673.26
5069	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5070	US Bank	google, clicktime, payroll, zoom, office supplies, plant sale plants	\$243.31
5071	Century Link	Office phone service	\$86.54
5072	Kris Schaedel	misc. expenses reimbursement	\$159.63
5073	Alix Danielsen	misc. expenses reimbursement	\$1,177.76
5074	Cindy Thieman	misc. expenses reimbursement	\$492.24
5075	Heather Hendrixson	misc. expenses reimbursement	\$77.28
5076	OR Assoc. Cons. Districts	annual dues, 2021-22	\$1,000.00

5077	Watershed Professionals Network	OWEB Strategic Action Plan. Invoice #2319	\$1,650.00
5078	Upland Fruit Company	OWEB Small Grant #14-20-007	\$9,867.22
5079	Parr Excellence	Pacific Power Blue Sky, NCPI Implementation. Invoice 1130	\$3,709.50
5080	Thompson Bros. Excavating, Inc	NCPI Implementation, CTWS FY21 contract. Invoice 21-149	\$46,416.58
5081	EFID (WPN)	CTWS FY21 contract, Task 3 Whiskey Ck. Invoice 49229 (\$29,714.41); OWEB Eastside lateral pipe & water conservation. Invoice 49230 (\$2,400)	\$32,114.41
5082	Pacific Office Automation	copies, invoice #509862	\$5.55
5083	Cramer Fish Sciences	OWEB Strategic Action Plan. Invoice #5749	\$479.50
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,783.08
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$968.04
EP	Vanguard IRA	Simple IRA	\$987.88
		<b>Total</b>	<b>\$117,030.63</b>

The motion passed unanimously.

**Old Business** – Heather reported that Donna Silverberg with Silverberg Consulting in Parkdale has been hired to facilitate the HRWG 501c3 discussions. Heather, Kris, Brian, and Pete met with Donna earlier this week and Cindy, Alix, Chuck, and Les Perkins met with Donna this morning. The next step will be to have everyone meet next week together and through the fall. Heather just wanted to keep the group updated, and they were supportive.

#### **New Business –**

Heather reported the **anticipated vs actual hours worked** on the annual workplan. Heather highlighted that she spent more time with HRWG and CTWS support this year, mainly in contracting and billing. Kris had more SWCD support this year than expected due to an increase in technical assistance. She also worked less hours under CTWS support than anticipated because field work and Salmon Days did not happen due to Covid. Cindy spent more time than anticipated in the “Other” Grant Category due to the Action Plan. Alix had additional time on CTWS support for the Neal Creek projects.

#### **Informational Reports –**

**Carly** reported that she has been focused on the CIC program. The cut-off was July 12<sup>th</sup> and the ranking was done last week. She hopes to obligate funds in mid-September. She received six forestry CIC applications and soil health applications. The Forestry applications have been approved and she is waiting to see on funding for the soil health projects. Emily was hired to become the new District Conservationist in The Dalles. Carly was told that they will rehire Emily’s position, but Carly is unclear when.

Heather reported that **Kris** started working on new website for plant sale, helped the CTWS with a habitat survey, and has been working on three OWEB small grant applications.

**Alix** reported that she has been busy with MFID temperature monitoring, HRWG newsletter, and hosting a work party at the Odell Dam site. She has done a lot of work with Neal Creek Phase I and is a couple of weeks into construction. She has also did some post project monitoring at the West Fork @ Red Hill project.

**Cindy** reported that the OWEB council capacity grant was increased this biennium by about \$8,000. She has had meetings with the NOWC board, and they have applied for grants for DEI trainings. She has been busy assisting EFID with accessing the NRCS funds for the pipeline project. She has been working with EFID's new manager Steve Pappas on potential funding for upcoming projects. Cindy reported that Alix has taken the lead on the Neal Creek Project. Cindy spent the last few weeks on the West Fork @ Red Hill Large Wood Project.

**Heather** reported she met with Megan, Carly, Les, and Kris to develop a new CIS for in the FID area. FID will begin to generate Landowner interest. She reported that the OWEB Pesticide Grant was ranked first for funding, with final approval to come at the fall OWEB board meeting. The group congratulated Heather.

**Directors' reports –**

**Chuck** attended the Odell Dam work party. He also did some work along Indian Creek and toured the West Fork @ Red Hill Large Wood Project.

**Pete** has been busy with cherry harvest and is getting ready for pear harvest.

**Ben** reported that he has been busy with farm operations. He is looking for a farm hand to hire. He received a letter from MFID for voluntary reduction of water use.

**Andrew** has been busy with cherry harvest and has adjusted irrigation practices to reduce water use.

**Rick** reported that he has been enjoying seeing the instream habitat projects.

**Brian** reported he was busy with cherry harvest and experienced some damage from heat. EFID has requested that patrons reduce their irrigation water use.

**Permits** –There were no permits of note.

**Other business** - Alix and Cindy updated the group with a presentation on the West Fork @ Red Hill Large Wood Project and the Neal Creek Phase I Project.

The next meeting will be on Thursday September 2<sup>nd</sup> at 4 p.m. held online via Zoom.

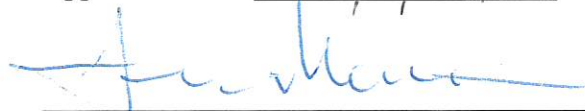
**Summary of Actions Taken:**

✓ Moved, seconded, and approved consent agenda.

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 7/2/2021 meeting of the Hood River SWCD.



Brian Nakamura, Chair





**Hood River Soil & Water Conservation District**  
**Minutes from September 2<sup>nd</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Ben Saur, Andrew Halliday, and Pete Siragusa

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Lissa Biehn (Wasco County Farm Service Agency)

*\*Note September's meeting was held remotely via video conferencing.*

Lissa reported that USDA is amending the Covid Food Assistance Program 2 payment calculation for sales-based commodities, to allow producers to substitute 2018 sales for 2019 sales. Previously, payments for producers of sales-based commodities were based only on 2019 sales, with 2019 used as an approximation of the amount the producer would have expected to market in 2020. Giving producers the option to substitute 2018 sales for this approximation provides additional flexibility to producers of sales-based commodities who had reduced sales in 2019.

Organic producers and handlers can now apply for U.S. Department of Agriculture funds to assist with the cost of receiving or maintaining organic certification. Applications for the Organic Certification Cost Share Program are due Nov. 1, 2021. Producers can be reimbursed for expenses made between Oct. 1, 2020, and Sept. 30, 2021.

Loggers and truckers can apply for the Pandemic Assistance for Timber Harvesters and Haulers Program and certify their gross revenue for 2019 and 2020 on the application. The maximum amount that a person or legal entity may receive directly is \$125,000.

Contact the FSA with any inquiries towards these programs.

**Consent agenda** –Pete moved, and Ben seconded:

- To approve the minutes of August 5<sup>th</sup>, 2021, as written.
- To accept the August 2021 Profit & Loss statement and Balance Sheet as distributed. As of August 31<sup>st</sup>, the balance in the bank accounts (including the CD) was \$366,005.32. Income of \$216,376.32 included: \$8,000 from East Fork Irrigation District for Watershed Group Support, \$8,232.27 from The Confederated Tribes of the Warm Springs for Watershed Group support, \$5,520.00 from Bonneville Environmental Foundation for Tree Credits, \$505.00 for the PSP program, \$29,714.41 from the CTWS for the EFID Whiskey Creek Pipeline Project, \$110,152.50 from the CTWS for the West Fork Red Hill Project, and \$54,252.14 from the CTWS for the Neal Creek Phase I Implementation Project.
- Expenses were those authorized at the August meeting.
- To approve payment of bills #5084-5097 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

Bills to be Paid		September 2, 2021	
Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,672.89
5084	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5085	US Bank	google, clicktime, payroll, zoom	\$60.97
5086	Century Link	Office phone service	\$178.51
5087	Kris Schaedel	misc. expenses reimbursement	\$46.42
5088	Alix Danielsen	misc. expenses reimbursement	\$221.24
5089	Cindy Thieman	misc. expenses reimbursement	\$424.26
5090	Heather Hendrixson	misc. expenses reimbursement	\$49.78

5091	Cascade Vegetation Mgmt	OWEB WF @ Red Hill	\$550.00
5092	Aquatic Contracting	WF @ Red Hill - OWEB \$53,180; CTWS \$110,152.50	\$163,332.50
5093	Wyeast Timber Services	CTWS Neal Ck. Phase I Implementation	\$51,040.00
5094	James Dean Construction	CTWS Neal Ck. Phase I Implementation	\$1,740.00
5095	Parr Excellence	Pacific Power Blue Sky - Neal Ck Phase I Implementation	\$10,022.39
5096	Hood River County	Small Grant Land use Review (4 grants)	\$35.00
5097	Pacific Office Automation	copies, invoice #577690	\$30.58
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,847.88
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$990.00
EP	Vanguard IRA	Simple IRA	\$1,002.72
		<b>Total</b>	<b>\$247,383.99</b>

The motion passed unanimously.

#### **New Business –**

Heather reported that the district would like to put in place a **covid vaccine mandate** for all employees and new hires. She added language regarding vaccine requirements to the interim Covid social distancing policy. All current staff are supportive of the new policy. Pete asked about alternatives such as remote work, regular testing, or medical exemptions and boosters. Heather will look at it again and rework the language, get staff input at the September staff meeting, and present an updated version at the next board meeting. The group was supportive.

Heather explained that **Kris is currently working at 24 hours** per week. She and Heather discussed the option of working 28 hours per week, to help accommodate the workload. It will add about \$4,000 per year to the cost to the district. Pete moved and Ben seconded approving increasing Kris's work hours to 28 hours per week. The motion passed unanimously.

Heather explained that the **Department of Environmental Quality (DEQ) was tasked with creating a climate protection strategy**. The strategy initially contained two focuses- a reduction in petroleum use and carbon sequestration. Heather explained that DEQ proposed focusing solely on the reduction in petroleum use. Oregon Association of Conservation Districts (OACD) has compiled a letter stating that they would like DEQ to include carbon sequestration into their strategy. Jan Lee at OACD drafted a form letter and Heather would like approval to sign it. Andrew asked what a carbon sequestration program would look like. Heather provided some examples of forestry and agricultural carbon sequestration programs. Ben moved and Pete seconded signing the OACD letter supporting DEQ's focus on carbon sequestration. The motion passed unanimously.

Heather explained that ODA has five requirements for SWCD's, one of which is a **five-year business plan**. The last business plan had been completed in 2015 so it is time to update it again. Heather explained what was in the plan and that it also includes the last 5 years of accomplishments. She reviewed the current plan and much of the information is still relevant and she would like to just update the plan with any pertinent changes and recent accomplishments. She will have an updated draft for review before the next board meeting and would like to have it approved in October or November, certainly before the end of the year. The group was supportive.

#### **Informational Reports –**

**Carly** reported that Emily was hired to become the new District Conservationist in The Dalles. Carly was told that they will rehire Emily's position but is unclear when. She has been busy with new EQIP and CIC

forestry applications and contracts. She reported there is a new statement of work between ODF and NRCS. Carly was happy to be working with the new forester Eric Finnell at ODF. She attended an OWEB review team meeting for the restoration and monitoring grant applications and has been doing some work for the pollinator projects. Carly reported that November 19<sup>th</sup> is the only sign-up window for EQIP for the next year.

**Kris** reported that she had been busy completing three OWEB Small Grant applications. She has also continued to work with the CTWS on the Baldwin Creek livestock project. She and Heather met with Mikal Dewan with the county to discuss weed control efforts and the potential to work together or have complimentary efforts. It seems like there is some potential to continue conversations and potentially work together. She and Heather also met with Theresa DeBardelaben at ODA to discuss the upcoming Strategic Implementation Area in the Hood River Valley. The SIA process could fund the district \$25,000 per year for four years to do the assessments and landowner outreach and project implementation. Hood River would have an SIA in 2023.

**Alix** reported that she has been busy with the Neal Creek Phase I Large Wood Project and that it has been completed. She reported that the project site looked good, and the landowners were mostly happy. They will plant and reseed in the fall. She has also been helping Cindy with the Strategic Action Plan. She completed an OWEB small grant year-two report and has been continuing to work on the Columbia Land Trust Powerdale Project as well. She attended two 501c3 facilitation meetings. She also thanked the board members for coming out to the Neal Creek restoration site.

**Cindy** reported that the Strategic Action Plan has been submitted to OWEB. She mentioned it was a lot of effort to incorporate all the edits from partners. She met with FCA and Merkley staff. She reported that the West Fork at Red Hill Large Wood Project was completed and that EFID finally got reimbursed for the Eastside Lateral Pipeline Project. She assisted with the Neal Creek Large Wood Project and accompanied the CTWS and USFS on a year-five site visit to a previous large wood project on Red Hill Creek.

**Heather** reported the OWEB small grant team met to decide on project applications. She reported that they hope to allocate 95% of the funds in the first year so they can receive additional funds for the second year. She also updated project partners that they the SWCD will likely receive OWEB grant funds for the pesticide education project.

#### **Directors' reports –**

**Pete** has been busy with pear harvest and reported that it looks like FID will make it through the irrigation season. He reported that the Kingsley Project is almost done for at least the contractor portion of the work. He also attended the 501c3 meeting.

**Andrew** has been busy with pear harvest and farm operations.

**Ben** reported that it looks like MFID will make it to the end of the irrigation season with only voluntary restrictions. Ben expressed concerns over water conservation and asked about funding for education. He will follow up with Heather.

**Chuck** reported that the fish runs are poor, however the steelhead and chinook runs are better than expected. He reported that he checked in on the Powerdale restoration plantings and there had been some plant die-off from the summer heat.

**Brian** reported that John Buckley officially has retired, and Steve is now the full-time district manager. Brian reported poor water quality in the East Fork. He has also been busy with pear harvest and farm operations.

**Permits** –Chuck mentioned that he saw there was a building permit along Thieman Creek. Heather explained that it was a permit the district had already commented on however she will review it and resubmit comments.

The next meeting will be on Thursday October 7th at 4 p.m. held online via Zoom.


**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved increasing Kris's work hours to 28 hours each week
- ✓ Moved, seconded, and approved signing the OACD letter supporting DEQ's focus on carbon sequestration

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the 10/7/2021 meeting of the Hood River SWCD.



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Brian Nakamura, Chair

**Hood River Soil & Water Conservation District**  
**Minutes from October 7<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Rick Ragan, Ben Saur, and Andrew Halliday

Associate Directors: Chuck Gehling and Richard Larsen

District and NRCS Staff: Heather Hendrixson, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Lissa Biehn (Wasco County Farm Service Agency), Terri Preeg Riggsby (OACD Board President)

*\*Note October's meeting was held remotely via video conferencing.*

Lissa Biehn from Farm Service Agency (FSA) reported that USDA is amending the Covid Food Assistance Program 2 payment calculation for sales-based commodities, to allow producers to substitute 2018 sales for 2019 sales. Giving producers the option to substitute 2018 sales for this approximation provides additional flexibility to producers of sales-based commodities who had reduced sales in 2019. Organic producers and handlers can now apply for U.S. Department of Agriculture funds to assist with the cost of receiving or maintaining organic certification. Applications for the Organic Certification Cost Share Program are due Nov. 1, 2021. Producers can be reimbursed for expenses made between Oct. 1, 2020, and Sept. 30, 2021. Livestock owners without irrigation in Hood River County may be eligible for assistance. Loggers and log haulers can apply for the Pandemic Assistance for Timber Harvesters and Haulers Program and certify their gross revenue for 2019 and 2020 on the application. The application deadline for this program is October 15<sup>th</sup>. Contact the FSA with any inquiries towards these programs.

Terri Preeg Riggsby is the Board President of the Oregon Association of Conservation Districts (OACD) and is the Board Chair of the West Multnomah SWCD. She reported there is an opening on the OACD board for the Columbia Plateau region containing Hood River. This position would replace Ken Bailly in Wasco County. Terri explained the role of OACD across the state and explained many of the changes the organization has gone through lately. New guiding documents and staff have brought a lot of changes and direction to the group. She highlighted some of the organization's accomplishments over the last few years. The board position requires one meeting a month for 2 hours and 3 years of service. There are two committees that are optional to serve on as well. If anyone is interested in becoming a board member, reach out to Terri soon.

The group thanked the visitors.

**Consent agenda** –Ben moved, and Rick seconded:

- To approve the minutes of September 2nd, 2021, as written.
- To accept the September 2021 Profit & Loss statement and Balance Sheet as distributed. As of September 30<sup>th</sup>, the balance in the bank accounts (including the CD) was \$336,054.85. Income of \$217,379.08 included: \$25,622.00 from Oregon Department of Agriculture (ODA) for annual administrative support, \$16,133.63 from ODA for Senate Bill 1010 quarterly support, \$6,507.27 from the Confederated Tribes of the Warm Springs (CTWS) for Watershed Group support, \$5,303.15 from the NRCS Pollinator CIG, \$152,788.44 from the CTWS for the Neal Creek Phase I Project, and \$11,024.59 from OWEB for the Action Plan
- Expenses were those authorized at the September meeting.
- To approve payment of bills #5098-5109 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

## Bills to be Paid

October 7, 2021

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,963.12
5098	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5099	US Bank	google, clicktime, payroll, zoom	\$60.97
5100	Century Link	Office phone service	\$185.10
5101	Kris Schaedel	misc. expenses reimbursement	\$75.99
5102	Alix Danielsen	misc. expenses reimbursement	\$170.64
5103	Heather Hendrixson	misc. expenses reimbursement	\$53.59
5104	EFID	invoice #49232 (\$17,753) billed to CTWS Whiskey Ck; invoice #49234 (\$3337.50) billed to OWEB Eastside Lateral pipeline & Water Conservation	\$21,090.50
5105	Parr Excellence	invoice #1140, Neal Creek Phase 1 Implementation - billed \$10,452.61 to Pacific Power Blue Sky and \$2788.80 to CTWS NCPI	\$13,241.41
5106	Thompson Brothers Excavating	invoice 21-166; CTWS Neal Creek P1 Implementation	\$99,827.00
5107	Donna Silverberg Consulting	invoice #9121; 501c3 consulting; OWEB CC	\$2,500.00
5108	AINW, Inc	invoice #9224, CTWS FY21 contract, Task 3 Whiskey creek	\$9,372.23
5109	Pacific Office Automation	copies, invoice # 635435	\$18.05
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,847.86
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$990.76
EP	Vanguard IRA	Simple IRA	\$1,002.72
		<b>Total</b>	<b>\$166,538.79</b>

The motion passed unanimously.

**Old Business** -Heather reported that the staff met to discuss the **social distancing and vaccination policy**. Heather had provided the board a copy of the new policy for review. Cindy suggested changing "Heather" to "District Manager." Heather will update. Rick moved and Ben seconded to accept the updated social distancing and vaccination policy as written. The motion passed unanimously.

Heather provided the group with an update on the work that has been done **regarding the Watershed Group becoming their own 501c3**. Heather reiterated that there have been several meetings with the facilitator Donna Silverberg and SWCD board members, Watershed Group members, and staff. Donna drafted a progress report memo and Brian encouraged the board to read it and provide any feedback to Heather.

#### New Business –

Heather reported that she has updated the **long-range business plan for ODA**. She sent a copy to the group for edits. She reminded the group that it is a living document and can be updated anytime. It is required by ODA and needs to be approved by the end of the year. If the board has any edits get them to Heather by the 22<sup>nd</sup> of October and she can finalize it. She hopes to have it approved at the November board meeting. The group was supportive.

Heather explained that the SWCD updated its **Memorandum of Understanding (MOU) with Natural Resources Conservation Service and ODA**. The MOU explains how work gets done between the agencies and how the agencies work together. It also addresses issues such as privacy and sharing data policies. The MOU encompasses actions and policies already in place, but it is good to formalize it. Ben moved and Andrew seconded signing the MOU with NRCS. The motion passed unanimously.

Heather reported that **the annual audit** has been finalized. Heather followed up with the auditor regarding the discrepancy in the SIMPLE IRA amounts from the employer and employees, and the auditor explained that it was due to a timing issue going back several years. The auditor made two recommendations: that the treasurer reconcile the bank statement against QuickBooks and that the Board Chair initial the monthly list of checks when signing checks to ensure they are the same. Brian and Pete agreed to do both. Cindy asked about the use of the word "deficiency" in the audit. Brian clarified that it refers to the lack of an accountant or outside party reviewing records and the ability of the district to respond to financial issues in a timely manner. The district has only an audit by an outside company once a year. Heather said she will need to have the board approve the audit when it is finalized next month.

#### **Informational Reports –**

**Carly** reported that she has been busy with contract obligations that were due mid-September. Emily officially started in the Dalles on the 12<sup>th</sup>. Carly reported that the Conservation Incentive Contracts program has five new sign-ups for the forestry program. Carly reported that November 19<sup>th</sup> is the only EQIP sign-up window for the next year. Carly reported that there may be available money for reopening a closed CIS; she should have more information soon. She is also hoping that Emily's position is filled soon.

**Kris** reported that four OWEB small grants were obligated (two livestock projects and two irrigation upgrades). She collected water samples for the Pesticide Stewardship Partnership and assisted the CTWS with spawning surveys. She began working on two new small grant applications. She reported a lot of technical assistance and follow-up this month. She also took a week of vacation.

**Alix** reported she and Cindy met with Pfriem Family Brewers to discuss the potential for partnering on an event or fundraising effort. She has been doing project monitoring on Neal Creek and preparing for planting at the project site. She has begun working on the design and RFP for the archaeological survey for Phase 2. She and Cindy are planning for design work for Neal Creek Phase 3 next year and are beginning project planning on the East Fork. She is planning for fall planting on the FID pipeline for the Pollinator CIG.

**Cindy** reported that she took Senator Merkley's aide on a tour of the EFID infrastructure and visited the East Fork large wood project. She went with Alix to their meeting with Pfriem and met with the Jubitz Family Foundation. She did some promoting of the Action Plan. She is looking at doing a feasibility study of potential restoration work at the mouth of the Hood River. She offered to do a tour of the West Fork Red Hill Project for the group.

**Heather** reported that she and Kris are working with Brent Barkely to do an e-commerce plant sale page on the existing website. She also attended an SDAO management training that was recorded and she will send it out to the group.

#### **Directors' reports –**

**Chuck** reported that he assisted with the FID salvage and mentioned he saw Chinook spawning under the State St bridge.

**Andrew** reported pear harvest went well and he is wrapping up farm operations for the year.

**Ben** reported that he is wrapping up operations on the farm.

**Richard** reported that he has been participating in forest collaboratives and spending time with family.

**Brian** reported that EFID went to bid on a new pipeline project and hopes to have a contract with a contractor soon. He reported that pear harvest went well.

**Permits** –There were no permits of note.

The next meeting will be on Thursday November 4th at 4 p.m. held online via Zoom.

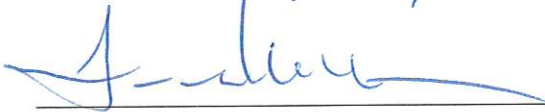
**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to accept the updated social distancing policy
- ✓ Moved, seconded, and approved signing the MOU with NRCS

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the Nov 4, 2021 meeting of the Hood River SWCD.

  
\_\_\_\_\_  
Brian Nakamura, Chair



**Hood River Soil & Water Conservation District**  
**Minutes from November 4<sup>th</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Rick Ragan, Ben Saur, Pete Siragusa, and Andrew Halliday

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Lissa Biehn (Wasco County Farm Service Agency)

*\*Note November's meeting was held remotely via video conferencing.*

Lissa Biehn from Farm Service Agency (FSA) reminded the group that it is time for the county committee election for residents of the upper valley. She reminded the group that growers need to file their acreage reporting before January 15<sup>th</sup>. She also mentioned that growers should report issues with disease on fruit trees before any tree are removed. She reported that USDA is amending the Covid Food Assistance Program 2 payment calculation for sales-based commodities, to allow producers to substitute 2018 sales for 2019 sales. There will also be an upcoming program to help growers who experienced heat damage or problems arising from drought; more details to come. Lissa has also been assisting the Natural Resources Conservation Service (NRCS) with EQIP sign-ups. Contact the FSA with any inquiries towards these programs.

**Consent agenda** –Rick moved, and Pete seconded:

- To approve the minutes of October 7<sup>th</sup>, 2021, as written.
- To accept the October 2021 Profit & Loss statement and Balance Sheet as distributed. As of October 31<sup>st</sup>, the balance in the bank accounts (including the CD) was \$191,578.28. Income of \$22,154.75 included: \$22,154.75 from Oregon Watershed Enhancement Board (OWEB) for council support.
- Expenses were those authorized at the October meeting.
- To approve payment of bills #5110-5128 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

**Bills to be Paid**

**November 4, 2021**

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,963.58
5110	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5111	US Bank	google, clicktime, payroll, zoom	\$1,145.72
5112	Century Link	Office phone service	\$193.19
5113	Kris Schaedel	misc. expenses reimbursement	\$38.16
5114	Cindy Thieman	misc. expenses reimbursement	\$268.80
5115	Alix Danielsen	misc. expenses reimbursement	\$298.18
5116	Heather Hendrixson	misc. expenses reimbursement	\$175.19
5117	Friend & Reagan	2020-21 audit	\$9,000.00
5118	BFI Native Seeds	invoice #211052	\$4,943.20
5119	Aquatic Contracting	invoice #1106	\$10,300.00
5120	NACD	FY22 dues	\$50.00
5121	SDAO	membership dues	\$135.00
5122	Ash Creek Forest Management	invoice #5756 (Powerdale small grant herbicide)	\$1,875.44
5123	AINW	invoice #9246 (Whiskey Ck)	\$3,945.14
5124	Columbia Gorge News	invoice #6171 (annual mtg notice)	\$32.00

5125	Cascade Veg Management	invoice #1046 (Neal Ck Phase 1)	\$550.00
5126	Humble Roots	invoice 10.29.21 (plants for CIG, NCP1, powerdale)	\$5,742.00
5127	Neal Creek Forest Products	invoice 6278 Powerdale small grant, invoice 6294 CTWS Neal Creek Phase 1	\$1,980.00
5128	Pacific Office Automation	copies, invoice # 699494	\$14.93
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,949.82
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,022.72
EP	Vanguard IRA	Simple IRA	\$1,027.00
		<b>Total</b>	<b>\$60,788.92</b>

The motion passed unanimously.

**Old Business** -Heather reported that she incorporated the edits provided by board members into the **long-range business plan**. She and Kris are continuing to work on refining the business plan as they continue their planning work. There will be upcoming items that need to be updated within the next five years (e.g., if there is a focused investment partnership grant, a strategic implementation area (SIA), or the Watershed Group separates from the SWCD). She explained that the long-range business plan is a living document and can be updated anytime, however Oregon Department of Agriculture (ODA) requires an updated version by the end of the year. The group was supportive, and Heather will submit the updated business plan tomorrow afternoon.

Heather provided the group with an update **regarding the Watershed Group becoming their own 501c3**. She and Cindy met with the irrigation districts to discuss their financial support and how that would be handled if the Watershed Group separates from the district. She reported it was a good initial conversation. Heather also met with Pete, Brian, and Donna to discuss the progress that has been made thus far. Heather and Cindy will meet with Donna again in mid-November. Brian mentioned that the Watershed Group is assembling a committee to develop bylaws for the new organization. Rick asked if the bylaws determine the scope of work and distinguishes what each group does. Alix explained that the bylaws focus more on the operations of the group.

#### **New Business –**

Heather reported the **annual audit** has been finalized and that a “deficiency” was identified. She summarized that the deficiency, in this case, was because the district does not have separate, professional accounting services. Heather explained that if a deficiency is recognized, the district needs to file a “plan of action” with the state. “No action” is an acceptable plan and is what the district will submit. Brian will need to sign the plan of action. Pete moved and Andrew seconded signing the plan of action regarding the deficiency recognized by the annual audit. The motion passed unanimously.

Alix reported that the Watershed Group will use a sole source justification to hire a contractor for the **cultural resource surveys on Neal Creek**. The work needs to get done soon and this will speed up the process as opposed to soliciting bids from other companies. They would like to hire Archeological Investigations Northwest. Alix will put together a plan, bid and sole source justification. The group was supportive.

Heather reported that Oregon Association of Conservation Districts (OACD) would like the board to **vote on the candidates for the OACD board**. Heather reported that she was interested in the Columbia Plateau position, and that position will be appointed after the election. The other two positions are unopposed incumbents. Rick moved and Pete seconded to reelect the Northwest and Southwest OACD

board positions. The motion passed unanimously. Pete moved and Rick seconded to approve Heather putting her name in for the Columbia Plateau position on the OACD board and accepting the position if appointed. The motion passed unanimously. Heather thanked the group and reiterated that she is looking forward to the opportunity to work with OACD.

#### **Informational Reports –**

**Carly** reported that the Moro County Planner has been assisting her and she has had to get her oriented. She has been working to publicize the November 19<sup>th</sup> cut off for EQIP applications. She has been engaged in a lot of meetings and putting together trainings for new hires at the Oregon Department of Forestry. She has also put the pollinator garden to bed for the winter.

**Kris** reported that two more OWEB small grants were allocated - an irrigation upgrade and a livestock manure shed/ hardened footing project. She assisted with the Farmers Irrigation District and East Fork Irrigation District fish salvages. She has been working with Heather to get the plant sale e-commerce page up and running. She reported a lot of technical assistance and follow-up this month and did some PSP and groundwater monitoring.

**Alix** reported she presented to the Watershed Group on the Neal Creek restoration project. She has also been doing some project planning with landowners on the East Fork Hood River and Neal Creek. She has done some post project monitoring, worked on the annual report, and attended both fish salvage events. She is gearing up for planting at Neal Creek and the FID pipeline. She reported a successful work party at Whiskey Creek and thanked both Chuck and Brian for helping. Over 30 volunteers came out to help.

**Cindy- Alix** reported that Cindy obtained final signatures on the Action Plan. She also has been working with the Army Corps of Engineers to look at potential restoration and monitoring at the mouth of the Hood River. She toured some restoration projects with a pFriem employee and BPA.

**Heather** reported that she provided an update to FSA on the work of the SWCD. She set up a meeting with ODA to discuss the upcoming SIA. She also attended the fish salvages and a meeting on the Columbia Basin Restoration Program.

#### **Directors' reports –**

**Rick** had nothing to report.

**Ben** reported that he is wrapping up operations on the farm and has three more farmers markets. He attended the tour of the West Fork large wood project as well as the Stew Crew thinning project.

**Chuck** reported that he assisted with the Whiskey Creek planting project as well as the FID and EFID fish salvages. He sat in on the Focused Investment Partnership (FIP) meeting with OWEB. Chuck also updated the group on new forestry rules regarding stream buffers for greater protection to water quality.

**Andrew** reported he is wrapping up farm operations for the year.

**Pete** reported that the Kingsley reservoir project is close to being done. The new boat ramps have been poured.

**Brian** reported that he also assisted with the EFID salvage.

**Permits** –There were no permits of note.

The next meeting will be on Thursday December 2<sup>nd</sup> at 4 p.m. held online via Zoom.

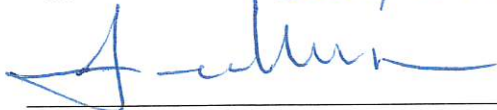
**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to sign the plan of action regarding the deficiency recognized by the annual audit
- ✓ Moved, seconded, and approved to reelect the Northwest and Southwest OACD board positions
- ✓ Moved, seconded, and approved Heather being considered for the Columbia Plateau position on the OACD board as an appointed position

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the Dec 2, 2021 meeting of the Hood River SWCD.



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Brian Nakamura, Chair

**Hood River Soil & Water Conservation District**  
**Minutes from December 2<sup>nd</sup>, 2021 District Board Meeting**

Present: Directors: Brian Nakamura, Rick Ragan, and Pete Siragusa

Associate Directors: Chuck Gehling

District and NRCS Staff: Heather Hendrixson, Kris Schaedel, Cindy Thieman, Alix Danielsen, and Carly Heron (NRCS)

Visitors: Lissa Biehn (Wasco County Farm Service Agency)

*\*Note December's meeting was held remotely via video conferencing.*

Lissa Biehn from Farm Service Agency (FSA) reminded the group that growers need to file their acreage reporting before January 15<sup>th</sup>. She also mentioned that growers should report issues with disease on fruit trees before any tree are removed. She reported that there is cost-share money available to assist growers with the transition to organic certification. The deadline for that funding is January 7<sup>th</sup>. Contact the FSA with any inquiries towards these programs.

**Consent agenda** –Pete moved, and Rick seconded:

- To approve the minutes of November 4<sup>th</sup>, 2021, as written.
- To accept the November 2021 Profit & Loss statement and Balance Sheet as distributed. As of November 30<sup>th</sup> the balance in the bank accounts (including the CD) was \$171,050.45. Income of \$231,857.45 included: \$15,383.63 from Oregon Department of Agriculture (ODA) for quarterly support, \$1,297.72 from the Confederated Tribes of the Warm Springs (CTWS) for Watershed Group support, \$4,545.00 from ODA for 2022 Pesticide Stewardship Partnership monitoring, \$192,687.60 from the CTWS for the EFID Whiskey Creek Pipeline Project and Neal Creek Phase I and II, and \$17,943.50 from OWEB for the Eastside Lateral Pipeline Project.
- Expenses were those authorized at the November meeting.
- To approve payment of bills #5129-5147 and bank transfers to Pacific Office Automation, the Internal Revenue Service, Oregon Dept. of Revenue, and Vanguard as follows:

**Bills to be Paid                      December 2, 2021**

Check No.	Payee	Account	Amount
DD	staff	staff wages	\$12,964.09
5129	MCAREC	office rent (April 1, 2021 rate increase)	\$1,065.41
5130	US Bank	google, clicktime, payroll, zoom, Staples, plant sale deposit, HRC small grant land use review	\$400.10
5131	Century Link	Office phone service	\$181.58
5132	Kris Schaedel	misc. expenses reimbursement	\$54.21
5133	Alix Danielsen	misc. expenses reimbursement	\$869.05
5134	Heather Hendrixson	misc. expenses reimbursement	\$21.62
5135	Cindy Thieman	misc. expenses reimbursement	\$675.00
5136	NOWC	2021-22 annual membership	\$500.00
5137	Weatherly Printing	2021 annual report printing	\$1,241.17
5138	OR PERS	2021-22 Administrative fee	\$15.00
5139	Neal Creek Forest Products	Powerdale Riparian small grant. Invoice # 6344	\$185.00
5140	Humble Roots	CIG pollinator pipeline. Invoice 11/11/21	\$630.00
5141	Ash Creek Forest Mgmt	CTWS NCP1 (invoice 5798) and CIG pollinator pipeline (invoice 5794)	\$15,359.00
5142	Champoeg Nursery	CTWS NCP1 (invoice 5353)	\$4,497.50

5143	Parr excellence	CTWS NCP2 (invoice 00004)	\$16,704.25
5144	Donna Silverberg Consulting	invoice #103121. HRWG support	\$1,000.00
5145	EFID	OWEB Eastside Lateral pipe (invoice # 50701, 50805, 50850) and CTWS Task 3 Whiskey Ck (invoice # 50932, 50702, 50849)	\$139,332.59
5146	BFI Native Seeds	seed for EFID	\$1,235.90
5147	Pacific Office Automation	copies, invoice # 763039	\$14.22
EP	Lease Direct	copier lease	\$73.44
EP	Internal Revenue Service	federal employment taxes	\$3,949.78
EP	OR Dept. of Revenue	state employment/withholding/WBF/transit tax	\$1,021.84
EP	Vanguard IRA	Simple IRA	\$1,027.00
		<b>Total</b>	<b>\$203,017.75</b>

The motion passed unanimously.

**Old Business** -Cindy provided the group with an update **regarding the Watershed Group becoming a 501c3**. Cindy reported that the Watershed Group has assembled a committee to develop bylaws for the new organization. She and Heather met with Donna regarding the timeline. Alix is beginning work on a transition document and is continuing to flesh out the details. Heather reported that Donna has agreed to extend her contract into January or February.

Alix explained that the **Neal Creek Phase II project needs to have a cultural resource survey** completed for work to begin in the summer. To simplify the process, she would like to contract with Archeological Investigations Northwest (AINW). ANIW has worked with the HRWG before and is familiar with the project. The contract is for a “not to exceed” amount of \$16,000. The group was supportive.

#### **New Business –**

Alix reported that she will hire **Aquatic Contracting to resurface a road at the Neal Creek Phase I** project site. The road was ripped up during construction and grant funds are available to pay for the repairs. The contract was signed today and they will begin work on the 6<sup>th</sup>. The group was supportive.

Heather reported that she would like to submit a **letter of support to EFID** for their WaterSMART grant application. EFID will be the applicant on a grant to pipe the Oanna and Yasui distribution lines. The Watershed Group will also submit a letter of support. Both letters are due on the 6<sup>th</sup>. The group was supportive. Rick moved and Pete seconded submitting letters of support for the EFID Bureau of Reclamation WaterSMART grant application. The motion passed unanimously.

#### **Informational Reports –**

**Carly** reported that the Moro County Planner has been assisting her and she has spent time getting her oriented. The work to get people signed up for EQIP was successful and she has had multiple applications to process. She also has been participating in ODF and NRCS planning and trainings.

**Kris** reported that she and Heather have worked to get the plant sale e-commerce page up and running. She reported that it is fully functional and plant sale orders have already far exceeded a typical year. She did groundwater well monitoring this month and began working on the USFS forms for garlic mustard work. She did a lot of technical assistance with landowners and began developing three new OWEB small grants. She also attended an East Cascade Oaks Partnership meeting.

**Alix** reported that she and Cindy toured some project areas with representatives from Pfriem and BPA. She reported that approximately 4,000 plants were planted at both Neal Creek and the FID pipeline. She also met with a landowner to discuss potential projects at Tony Creek and the East Fork Hood River.

**Cindy-** reported that Brian Bair gave a good presentation on restoration projects on the West Fork Hood River at the last HRWG meeting. She met with an ODFW employee to discuss some updates on programing. She also has been doing some work on a potential Tony Creek project and has continued to explore work at the mouth of the Hood River. She has been assisting EFID on the WaterSMART grant application and assisted with some permitting.

**Heather** reported that the annual report was mailed out and the plant sale website is up and running. She participated in an ODA climate resilience training and attended the OACD annual meeting. She will begin to attend OACD board meetings from here on out. She also participated in the Columbia Gorge Commission's agriculture and climate change planning meetings. She met with Eric Walker and has agreed to revamp the riparian brochure. Heather also updated the group on the upcoming ODA Strategic Implementation Area work that will begin next year.

**Directors' reports –**

**Pete** reported that the Kingsley reservoir project is close to being done and the contractors are moving equipment out this week.

**Chuck** reported that he assisted with the planting projects.

**Rick** mentioned he had looked at the Neal Creek restoration projects and they looked good.

**Brian** reported that he attended the Oregon Water Resource Congress conference. He mentioned that there were a lot of new irrigation district managers across the state. He also mentioned that most regions across the state reported very challenging years with irrigation water availability. Hood River was one of the luckier counties. He also mentioned that EFID was applying for the WaterSMART grant for piping projects.

**Permits** –There were no permits of note. Heather mentioned that the Odell waste water treatment plant will be installing a chiller for their outflow to meet temperature standards.

The next meeting will be on Thursday January 6<sup>th</sup> at 4 p.m. held online via Zoom.

**Summary of Actions Taken:**

- ✓ Moved, seconded, and approved consent agenda.
- ✓ Moved, seconded, and approved to submit letter of support for the EFID Bureau of Reclamation WaterSMART grant application

Respectfully submitted,

Kris Schaedel, Conservation Specialist

Approved at the Jan 6, 2022 meeting of the Hood River SWCD.



Brian Nakamura, Chair

