

Sherman County Soil and Water Conservation District

MEETING MINUTES

June 11, 2024

8:30 AM

USDA Service Center Conference Room

2004 First St., Moro, OR 97039

Board Present

Jess Stutzman
Nick von Borstel
Josh Hilderbrand

Others Present

Amanda Whitman, District Manager
Marylou Martin, Office Assistant
Joan Bird, County Commissioner

I. ORDER

Meeting was called to order at 8:33 am by chairman, Jess Stutzman.

II. REVIEW/ADDITIONS TO AGENDA

None

III. MINUTES

Josh moved to approve the minutes from the May 14, 2024 meeting. Nick seconded.
Motion passed unanimously.

IV. GUESTS/PUBLIC COMMENT

None

V. TREASURERS REPORT

Financials were reviewed. Josh moved to approve the financials as presented and Nick seconded. Motion passed unanimously. Bank statements and bills through May were reviewed. Josh moved to approve the bills as presented and Nick seconded.

VI. STAFF UPDATES

A. District Manager – See attached

a. Grant Updates –

i. ODA—

- TA—spring/water development, cross/boundary fence, haul road
- SIA—3 site visits, met w/ODA

ii. OWEB BDA Grant

- Grant Agreement--signed
- Working on permits

iii. Small Grants—

- Lower Deschutes (15)—none
- Lower John Day (16)—Submitted 2 grants. Spring development & solar well development. Attended SG team meeting

b. Other

- Audit

- Lower Deschutes CWMA meeting
- Employee Recruiting/Interviews—meetings w/Cascade Employers Association
- John Day Basin Partnership meeting--Condon
- Insurance meeting w/SDAO & Partners Group

B. Office Assistant

a. Outreach—See attached

- **Maryhill Museum**—The field trip was a success. Marylou read Mrs. Wambold's summary to everyone.
- **Moro Museum**-The 4th graders walked to the museum on May 23rd. Anna Alley gave a tour and interactive presentation of the Oregon Trail.
- **Upcoming SWCD Summer Events:**
 - a. 4H camp—June 12
 - b. Summer Reading at the library—June 25
 - c. Activities with kids in the Old Beef barn at Fair--TBD

VII. ACTION ITEMS

A. Personnel

a. Open positions

- i. Hired Taylor Bullock as Watershed Technician. Her starting date is June 24.
- ii. The Watershed Coordinator position is still open.

B. County Cost Share –

a. No applications

C. Policy—Benefits/Paid Leave

- a. The Board discussed adding additional hours to the Annual Leave for employees, based on length of employment. Annual leave will now be 8 hours year one, 12 hours 1 through 5 and 16 hours 6 plus. Wording was changed for Wellness Leave and we added 24 hours at time of hire. Bereavement Leave added 2 extra days for out-of-state. Inclement Weather was changed from November to March to the fiscal year to include fires or other natural disasters. Time will reset each FY. Nick moved to approve changes to the Policy 19.6 Paid Leave and Time Off and Josh seconded. Motion passed unanimously.
- b. The Board discussed increasing retirement benefits for employees. The 5304 form needs to be filled out by August and the change wouldn't go into effect until January 1. Nick moved to approve retirement benefits to full eligibility, not to exceed \$5,000 per year. Josh seconded. Motion passed unanimously.

D. Pickup Upgrade

- a. Amanda got prices on trucks from a Chevy dealership and a Ford dealership, both in Madras. After discussing the different truck options available, the

Board's first choice was one of the Ford trucks. The old pickup will be sent to The Dalles auction once we get the new one. Nick moved to purchase the Ford from Madras upon a successful test drive. If the Ford doesn't meet our needs, the blue Chevy will be second choice. The old pickup will be put in auction at The Dalles upon purchase of the new one. Josh seconded and motion passed unanimously.

E. Annual Work Plan

- a. The Annual Work Plan is similar to last year's plan. Some additions include the new employee and added CRP grasslands. Nick moved to approve the Annual Work Plan and Josh seconded. Motion passed unanimously.

VIII. AGENCY REPORTS

- A. ODA—not present
B. OSU Extension—not present
C. NRCS—not present
D. FSA—not present

IX. OTHER BUSINESS

- a. Board elections are coming up, need to fill 2 positions. The notice is on the SWCD website, Facebook, and has been sent to the newspaper. A flyer will be made to put around the County.

X. NEXT MEETING

Next meeting is September 10th at 8:30 am in the USDA Service Center conference room.

XI. ADJOURNMENT

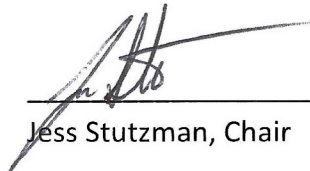
With no further business of the board meeting was adjourned at 9:58 am.

Respectfully,



Nick von Borstel, Secretary

Approved by the Board of Directors September 10, 2024:



Jess Stutzman, Chair