



**UMPQUA SOIL AND WATER CONSERVATION DISTRICT
APPROVED MEETING MINUTES**

June 14, 2012 – 6:30 p.m.

Directors Present: Chair King Phelps, Secretary/Treasurer Thomas Black, Director George Black, Director Rod Brandon, Director Lincoln Russell, and Director Deborah Yates

Staff Present: Conservation Technician/District Manager Rhonda Black,

Agencies Present: Natural Resources Conservation Service District Conservationist David Chain, Smith River Watershed Council Coordinator Brian Swift

Others Present: Carey Jones

MEETING CALLED TO ORDER:

Chair Phelps called the meeting to order at 6:40 p.m.

STAFF REPORTS:

Conservation Technician/District Manager Rhonda Black gave her report.

APPROVE AGENDA:

Director G. Black made a motion, 2nd by Director Brandon to approve the agenda for the June 14, 2012 meeting with the addition of item #8 for the purchase of a laptop computer and item #9 for the hiring of a potential temporary employee. The motion was **unanimously passed**.

APPROVAL OF MEETING MINUTES:

Director G. Black made a motion, 2nd by Director Brandon to approve the minutes from the May 10, 2012 meeting. The motion **unanimously passed**.

APPROVAL OF THE BILLS:

Secretary/Treasurer T. Black made a motion, 2nd by Director Russell to approve the bills. The motion **unanimously passed**.

TREASURER'S REPORT:

May 2012 Treasurer's Report:

Secretary/Treasurer T. Black provided information for the Treasurer's Report: As of May 31, 2012 the District had \$ 7,377.93 in the checking account and \$1,771.16 in the savings account.

Director G. Black made a motion, 2nd by Director Russell to approve the May 2012 Treasurer's Report for audit. The motion **unanimously passed**.

AGENCY REPORTS:

Natural Resources Conservation Service Conservationist David Chain gave his report providing information on growing tunnels or "hoop houses" that can be used to extend the growing season and can be funded through NRCS throughout the United States. Another option to producers is the Certified Transitioning to Organic program which NRCS can cost share on and the producer does not have to be certified as an organic producer.

Smith River Watershed Council Coordinator Brian Swift reported the watershed council is starting work on their Vincent Creek Restoration Project and will be staging rocks and boulders for the next two months in the Vincent Creek area.

DIRECTOR REPORTS:

Director Brandon reported he had contacted Brandborg Winery for the Wine and Agriculture Tour. Brandborg Winery will be expecting us and they will give us a tour of the winery and wine making process.

BUSINESS ITEMS:

1. District Annual Audit Report for the 2010-2011 Fiscal Year – Action Item:

Secretary/Treasurer T. Black made a motion, 2nd by Director G. Black to approve the Umpqua Soil and Water Conservation District Annual Audit Report for the 2010-2011 fiscal year. The motion **unanimously passed**.

2. District Annual Work Plan for the 2012-2013 Fiscal Year – Action Item:

Secretary/Treasurer T. Black made a motion, 2nd by Director Yates to approve the Umpqua Soil and Water Conservation District Annual Work Plan for the 2012-2013 fiscal year. The motion **unanimously passed**.

3. District Oregon Department of Agriculture Scope of Work for the 2012-2013 Fiscal Year – Action Item:

Director Russell made a motion, 2nd by Secretary/Treasurer T. Black to approve the Umpqua Soil and Water Conservation District Oregon Department of Agriculture Scope of Work for the 2012-2013 fiscal year. The motion **unanimously passed**.

4. District Budget for the 2012-2013 Fiscal Year – Action Item:

Director G. Black made a motion, 2nd by Secretary/Treasurer T. Black to approve the Umpqua Soil and Water Conservation District budget for the 2012-2013 fiscal year. The motion **unanimously passed**.

5. Director Elections – Information:

The current Directors were each provided with a Candidate Packet to complete in order to reserve their space on the November ballot.

6. Membership Dues to Old Towne Reedsport Merchants Association of \$20 Annually – Action Item:

Secretary/Treasurer T. Black made a motion, 2nd by Director Russell to approve the Umpqua Soil and Water Conservation District joining the Old Towne Reedsport Merchants Association with dues in the amount of \$20 annually. The motion **unanimously passed**.

7. Wine& Agriculture Tour 2012 (Farm Tour) Update:

Information was provided.

8. Authorization for the Conservation Technician/District Manager to Purchase a New Laptop Computer for the District – Action Item:

Chair Phelps described how the District's laptop computer no longer works due to a failing hard drive on the computer and requested the District purchase a new computer.

Director G. Black made a motion, 2nd by Director Russell for the Conservation Technician/District Manager to begin the process of looking for a new laptop computer for the District and to purchase the new laptop when the best possible choice was found using a reasonable judgment. The motion **unanimously passed**.

9. Authorization to pay Summer Student Intern – Action Item:

The Conservation Technician/District Manager explained to the Directors that the District has the opportunity to hire a summer intern who is majoring in soils at Oregon State University. The proposed intern has requested to work as a volunteer, but could also be paid which would put the intern on the District's Workers' Compensation Insurance.

Mr. Jones (public) informed the Directors that the District would have to advertise for the temporary summer intern position. After much discussion, including council for NRCS District Conservationist David Chain, Conservation Technician/District Manager R. Black stated she would contact the Special Districts Association of Oregon to gain clarification on the subject to make sure whether the intern should be hired by the District as an employee or kept at volunteer status.

Director G. Black made a motion, 2nd by Director Russell to hire the temporary summer intern at Oregon minimum wage. The motion **unanimously passed**.

ADJOURN MEETING:

Meeting adjourned at 8:10 p.m.

NEXT MEETING DATE:

The next regular meeting for the Umpqua Soil and Water Conservation District will be held July 12, 2012 at 6:30 p.m. at the Port of Umpqua Annex Building.

Respectfully submitted,

Rhonda Black
Conservation Technician/District Manager
Recorder

Chair King Phelps

Date

Secretary/Treasurer Thomas Black

Date