



541.883.6924 | 1945 Main Street, Suite 200 | Klamath Falls, Oregon 97601 | www.klamathswcd.org

KSWCD BOARD MEETING MINUTES December 15, 2022

In Attendance:

Board Members: David Cone, Denise Kandra, Todd Kepple, Ken Masten

District Staff: Will Natividad/DM

Community: Julie Jespersen/SBC, Michelle Sharp/SBC, Josh Elke/NRCS, Nina Andrews/ODA

Meeting called to order at 12:45 – Chairman Ken Masten

Agenda Additions/Changes:

- SBC is moved to top of agenda and presented first.

Old Business:

● **Workers Comp Resolution:**

● **District Manager Contract:** Chairman Masten reports that the contract still needs to be signed by both parties.

● **District Vehicle repairs:** The board originally authorized \$300 for repairs when Will was still Interim DM; however, after diagnosis was completed, the estimate came in at \$755. It is stated that the District Manager has spending authority of \$1000; anything above that amount must be approved by the board.

Motion 1: Move to Approve the October 12, 2022 Financials.

Motion: Cone

Second: Kandra

Discussion: None

Vote: 4 Yes - Unanimous, Motion Passes

Motion 2: Move to Approve the November 9, 2022 Financials.

Motion: Cone

Second: Kepple

Discussion: None

Vote: 4 Yes - Unanimous, Motion Passes

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Staff | Will Natividad: District Manager, Alex Sharp: Temporary Project Manager



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Motion 3: Move to Approve the November 9, 2022 minutes.

Motion: Kepple

Second: Kandra

Discussion: None

Vote: 4 Yes - Unanimous, Motion Passes

Motion 4: Move to Authorize Will to send a letter of support to NW policy Advocates.

Motion: Cone

Second: Kepple

Discussion: NW Policy is a group that advocates for environmental needs, primarily juniper removal in this instance. They would like to use the District's logo.

Vote: Yes – Unanimous, Motion Passes

Motion 5: Motion to Extend Alex's Temporary status for an additional month; January 15, 2023.

Motion: Cone

Second: Kandra

Discussion: None

Vote: Yes – Unanimous, Motion Passes

Motion 6: Motion to Authorize Will to hire one additional position bringing the District total to three.

Motion: Cone

Second: Kepple

Discussion: None

Vote: Yes – Unanimous, Motion Passes

Motion 7: Move to have the fuel tank repaired and sell the District pick-up per government requirements.

Motion: Cone

Second: Kepple

Discussion: After review and quote from a mechanic, the pick-up will be a large investment with no foreseen end; best to fix and then sell.

Vote: Yes – Unanimous, Motion Passes

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Motion 8: Move to amend employee handbook as presented.

Motion: Kepple

Second: Cone

Discussion: None

Vote: Yes – Unanimous, Motion Passes

Motion 9: Move to move the January meeting date to January 3, 2023 at 12:30.

Motion: Cone

Second: Kepple

Discussion: None

Vote: Yes – Unanimous, Motion Passes

Reports:

SBC Report: Michelle Sharp/Julie Jespersen

- The budget needs to be cleaned up through the removal of excess grants and information.
- Would like to fix outstanding issues with compensated absences payable up to \$11,000 of the budgeted amount.
- Passed out financial review from auditing CPA Todd Goebel; final draft for review for next meeting.

NRCS Report: Josh Elke

NRCS has filled two positions and are anticipating their arrival late winter to early spring. NRCS has several new programs and is ramping up for the new year. There is a new website that is more user friendly and accessible to the public. Local work group meetings are in February.

ODA Report: Nina Andrews

The snow has stopped site visits. She is working on more personalized letters to landowners not in compliance. Will be presenting an Ag 101 presentation to Alex in January, would like to present one to the board as well. January 6, 2023 is the deadline for livestock wells. There are 20-30 applicants.

FSA Report: Laura Hall

They still have livestock programs open; deadline is January 30, 2023. Van Meter landowners program is open and letters have gone out.

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District Staff Report: Will Natividad

- **Budget review: Attachment #1**
- The Sprague River's middle and upper SIA's are way behind, roughly 10 months of work is required to finish out each grant- 20 months in total.
- The Keno Small Forestlands grant completion deadline is June 30th 2023, with no chance of obtaining an extension. Will anticipates it can still be completed in time.
- Will went to a meeting regarding Juniper Removal. There is a possibility of KSWCD receiving some grant funding by September of 2023. They would like to use our logo on any advertisement and would like to have a letter of support written.
- USFWS and ODF have a renewed interest in Juniper Removal in the Lost River Focus Area.
- The Office of the State Fire Marshal just put out a Community Wildfire Risk Reduction Grant that could be useful for extending the work done in Keno under ODF's Small Forestlands Grant. The district would focus on landowners who did not receive funding under the first grant.
- Efficiency audits for irrigation, called REDA Grants, could be organized by KSWCD to identify needs and deficiencies.
- District cell phones were purchased in December and that is the last month that the cell phone stipend will be in effect. We are already seeing monthly savings after discontinuing the fax service and using organizational cell phones rather than receiving stipends.

Chair Report: Ken Masten

- **OACD Convention:**
 - None

New Business:

- **Request for Office Computer Hardware/Software:** Research has been done to identify field laptops and a desk top for the office, but they have not purchased.
- **ODA Presentation for Board Members:** Ag 101 presentations by Nina to be given to the board in early 2023.

Public Comment: None

Meeting is adjourned at 3:42 – Chair Ken Masten

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Minutes Approved as Written or Amended:

KSWCD Chair

Date

KSWCD Secretary/Treasurer

Date

Attachments:

#1 – Local Capacity Grant Budget pages

F E M N A L

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