



Jackson Soil & Water Conservation District
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MINUTES NOT FINAL UNTIL APPROVED

December 17th, 2024
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates

In attendance:

Ron Hillers – Director - Zoom
Stan Dean – Director - Zoom
Pam Hillers – Associate Director - Zoom
Maxine Cass – Director
Frank Baratta – Director
Barbara Niedermeyer – Director
Katelyn Detweiler - Director

Staff in attendance:

Jill Smedstad – Executive Director
Paul DeMaggio – Water Conservation Engineer
Clint Nichols – Riparian Resource Conservationist
Trevor Morris – Business Manager

Guests/Partners

Colleen Roberts – 4:11pm
Nan Xu – SOREC

Director Dean called the meeting to order at 4:00 pm followed by the pledge of allegiance and introductions.

November Meeting Minutes

A motion by Director Baratta with a second by Director Hillers to approve the November Board meeting minutes passed unanimously.

Treasurers Report

A motion by Director Hillers with a second by Director Niedermeyer to approve the Treasurers Report passed unanimously. Director Dean asked why there was a negative number on the balance sheet. The number correlated with the TASC (FSA) contribution the District makes was not paid at the time of the report. Trevor stated that a large portion of the property tax revenue was received in November.

Partner Reports

RRWC – Director Dean stated that everything is going well. They have one employee leaving soon and another that will be part-time for a couple more months.

Admin Report

Executive Director Smedstad reported that the District awarded five CCE (Community Conservation and Education) grants on December 13th. All awards were for entities that had not been previously funded by this program before. There were 11 total applications totaling \$101, 233.

The Inland Rogue Resiliency Group is developing a charter document to clarify its goals, objectives, and actions in preparation for a successful application to Oregon Water Resource Departments Place-based planning fund in late 2025. This work focuses on assessing the current understanding of water resources in the Inland Rogue Basin and identifying data gaps. JSWCD will contribute \$3,000–\$5,000 from its contracted services budget to supplement the funding made available from OWRD for the research assistant contract.

The team had two training sessions with In-Accord in November. The final phase of In-Accord's assistance will take place on February 5th and 6th, during which Erin will facilitate the development of a Team Charter.

Director Dean updated the Board on the Executive Directors recent mid-year performance evaluation. He plans to call an executive session in January to discuss the results.

Metrics and Monitoring/Water Quality Plan Update

Paul DeMaggio, Water Resource Engineer, gave a presentation on the District's Metrics and Monitoring status and where the program is headed. Paul gave an overview of the District and its partners monitoring schedules for E. Coli, total phosphorus, temperature and flow rates in Little Butte Creek and Antelope Creek.

JSWCD will conduct project-level water quality monitoring at individual sites within the Antelope Creek project area, complementing watershed-scale monitoring. Projects that may improve agricultural water quality will include pre- and post-project edge-of-field sampling, focusing on E. Coli, total phosphorus, temperature, and flow rates. This monitoring provides valuable data for strategic planning, reports, and grant applications.

Many of the Board members shared comments and suggestions regarding the plan. Director Dean would like to see reports done about every two years to get the information to the public on a more frequent basis.

Board Handbook

Executive Director Smedstad introduced the Board Handbook that she and Director Dean have been working on. An updated draft of the Board handbook was given to the Board for review. During the meeting, Director Dean walked the Board through the handbook to understand the changes that have occurred at this time. The goal of the Board handbook is to give Board members a guide to understanding the responsibilities and requirements of the JSWCD Board. The Board handbook would also replace some of the current resolutions. The handbook will be brought back in January for potential approval.

Antelope Creek Restoration Contracts

Executive Director Smedstad gave an overview of the contracts associated with Antelope Creek River Mile 4.3 riparian restoration grant. The presented contracts are over the \$50,000 limit which requires Board approval. All contracts were reviewed by Eileen Eakins, legal counsel. Director Baratta asked about the number of bids received. Clint stated that most of the bids we received were just pieces of the scope of work instead of the entire project. The Board was interested in seeing the Request for Proposal for additional information regarding the work of the project. Director Dean had concerns around the section that included penalties for being late. The current contract did not include any accommodation for unforeseen events, forcing a delay in the timeline. **A motion by Director Baratta with a second by Director Cass to delegate signatory authority to the Executive Director to sign and administer**

contracts, as presented, with M&M services and Basin Fence for the Antelope Creek River Mile 4.3 Riparian Restoration Project passed unanimously.

Legislative

Director Dean reported that the session is coming up soon. At OACD, they are seeing a lot of legislative concepts coming out now. He believes we will see a lot of water related bills. In the state, there has been a water caucus forum led by a couple of representatives that are doing a lot, roughly 20 different bills. Additionally, he thinks we will see a lot of land use bills as well, agricultural and forest lands primarily.

OWEB Small Grants

They received an application and have a review on the 7th of January. There are two cycles left, one in February and one in April. There is a little over \$50,000 remaining.

OACD

OACD did their strategic plan last summer. One of the elements is to make Directors of the OACD Board responsible for keeping in touch with SWCD's in their portion of the State. Director Dean's area is Jackson, Two Rivers, Illinois Valley, Coos and Curry SWCD's.

Agenda Build

- a. January Meeting: Director swearing-in, election of officers, nomination of Associate and Emeritus Directors, and committee assignments.
- b. Dispute Resolution Personnel Policy Update
- c. Wildlife Habitat Conservation Management Program
- d. JSWCD Equity and Environmental Justice Statement

The 12/18/2024 meeting was Director Niedermeyer's last meeting as a Director with JSWCD. She plans to serve as Emeritus going forward. Director Niedermeyer served as a Director for JSWCD for 32 years.

Public Input

None

The meeting was adjourned at 5:39pm.

Respectfully submitted by: Trevor Morris
Business Manager

Minutes approved as printed:

_____ Date _____

Approved as amended:

_____ Date _____

