



JEFFERSON COUNTY SWCD BOARD MEETING AGENDA
 October 29th, 2024 @ 12:00 pm ~ Madras Airport Conference Room ~ Virtually Via Zoom

"Find New Ways to Grow and Adapt to New Methods of Conducting Conservation to Stay Relevant"

12:00	Call to Order: Motion #1 Prior meeting minutes to approve: September 24, 2024 Board Minutes
12:10	Approve Oct 2024 Financial Activity Report – Motion #2
12:20	Resolution Schedule Annual Meeting –Feb 6 th 11 – 12pm
12:25	Weed Program Update ~ Ryan
12:30	District Update ~ Kate
12:35	Small Grant Program Update & MDWC report ~ Ally
12:40	Foley Creek Update – Adam’s
12:45	New Employee – Amber Herman (Starting Nov 12 th)
12:50	Conservation Specialist Update & Update on PSP Outreach ~ Ellen
1:00	Grant Updates - Kate
1:10	Advisor Reports
1:15	Board Director Reports
1:25	Set next meeting – Suggest Dec 17 th possibly?
1:30	Adjourn

Jefferson County SWCD Board Minutes ~ September 24, 2024

Jefferson County SWCD
625 SE Salmon Avenue ~ Suite 6
Redmond, OR 97756
541.699.3170

BOARD MEETING MINUTES

September 24, 2024 12:00 PM
Madras Airport Conference Room ~ Madras, Oregon and
Virtually Via Zoom

Members Present:

Board:

Scott Samsel (At Large 1)
Rob Galyen (At Large 2)
Lloyd Forman (Zone 4)
Craig Weigand, Jr. (Zone 3)

Staff:

Kate Haarberg ~ District Manager
Ally Steinmetz ~ Watershed Coordinator
Ryan Brummer ~ Weed Coordinator

Advisors:

NRCS ~ David Phipps
North Unit Irrigation District ~ Collin Cowsill
Jefferson County City Council ~ Mark Wunsch

Members/Staff Not Present:

Brad Klann (Zone 2)
Curt Locke (Zone 5)
Adam Haarberg
Ellen Hammond

SUMMARY OF BOARD MOTIONS

Motion #1: *Motion made by Rob Galyen to approve the August 27th board minutes. Seconded by Scott Samsel. Motion carried unanimously.*

Motion #2: *Motion made by Scott Samsel to approve 2024 financial activity report as submitted. Seconded by Rob Galyen. Motion carried unanimously.*

Jefferson County SWCD Board Minutes ~ September 24, 2024

Call to Order:

The September 24, 2024 Jefferson County SWCD Board meeting was called to order by Chair Lloyd Forman at 12:10 PM with a quorum in place.

Approval of the August 27th 2024 Board Meeting Minutes:

The August 27th board minutes were emailed to the board before today's meeting for review.

Motion #1: Motion made by Rob Galyen to approve the August 27th board minutes. Seconded by Scott Samsel. Motion carried unanimously.

Approval of the September, 2024 Financial Activity Report:

Kate went into detail on the Balance Sheet and identified a \$5750 payroll liability. In doing the research it was discovered that not all of Adams Oregon Savings contributions were making it to VOYA and were sitting in the JCSWCD checking account. Kate will transfer the funds asap and will come to the next board meeting with suggestions on how to reimburse Adam for lost interest & compound interest from the contributions not being deposited into his account.

Motion #2: Motion made by Scott Samsel to approve 2024 financial activity report as submitted. Seconded by Rob Galyen. Motion carried unanimously.

Weed Program Update – Ryan Brunner

Been doing ride aways. There is a new 'county' employee that should ease some of his work load. Ryan is doing weed notices for the year. Rejuvra is his main focus for the next couple of months. Looking at additional grants. Ryan showed clip of the Roberts small grant Rejuvra spray via plane that happened this morning.

Watershed Update – Ally Steinmetz

Ally put out invitations for an Opal Springs tour. She announced two recently awarded grants from Reser Family Foundation & TNC/PGE Salmon Habitat Support Fund

RE: Monitoring/Research

- Fall PSP data collection (in process).
- NWQI Trout Creek Watershed Assessment: Working on Phases 4 & 5.
- No monitoring reports due for a while. Will be taking photopoints of juniper projects this fall.

RE: Education/Outreach

- 4 Fall field trips planned with Metolius Elementary and Madras Elementary
- Continuing work on Gray Family Foundation grant.

RE: Restoration

- TNC/PGE Salmon Habitat Fund to supplement Adam's Foley Meadow project (grant agreement in place).
- Upper Trout Creek Tributary Rehabilitation, OWEB: (Project end date November 14 > monitoring).

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Ally Cont:

- Campbell Creek Watershed Enhancement- Implementation, OWEB: (working with consultant to expend funds).
- Roberts Veg Management, SIA: (planning plantings)
- Upper Willow Creek Beaver Habitat Enhancement- applying for TA funds fall '24

Foley Complex Update – Adam Haarberg (via email).

Last week we finished the heavy earth moving portion of the project and the Dozer and Haul Truck are done. I finished roughing in the stream channel from top to bottom.

We are now in the final stages of construction, both Tom Nelson and I are fine tuning the channel and floodplain and building log structures at each of the pools. We were able to get ½ of Reach 1 completed today.

There are 4 reaches of Foley Creek and one small reach on Big Log Creek. We expect to finish Reach 1 and Big Log tomorrow, with the hopes of getting it all done by next Wednesday, at which point the excavator I am running will be returned.

I look forward to having a tour of the project, hopefully when the water starts running if anyone is interested.

Conservation Specialist & PSP Outreach ~ Ellen

Ellen is on vacation and did not attend today's meeting.

Job Description Update for Natural Resource Specialist/Conservation Planner ~ Kate

Kate shared that they have narrowed down the candidate pool to four people and interviews begin on Thursday Sept 26th with the hope that this person will begin by Nov. 1st. We are happy with the number of applicants we received and feel confident we will find a great fit for our team.

NRCS Update ~ Dave

Dave said this week marks the end of the fiscal year. He mentioned that the NRCS will be overseeing the Jeff SWCD new employee and participating in the upcoming interviews.

North Unit Irrigation District ~ Collin Cowsill

Collin mentioned the water is going to be shut off October 11th followed by the annual fish rescue led by the Deschutes River Conservancy.

BOARD Update ~ All Board members

An election update – it was found that a community member that was going to run for Zone 5 was determined by ODA to not meet the guidelines to run and was removed from the ballot.

NEXT BOARD MEETING

The Board agreed to meet on Wednesday Oct 30th at 12 pm.

Lloyd adjourned the meeting at 01:20 PM.



Resolution of the Jefferson County Soil and Water Conservation District

RESOLUTION # 2025-1

A Resolution Establishing the Date of the Jefferson County SWCD's Annual Meeting

Whereas Oregon Revised Statute 568-580 states that by resolution of the board, by giving due notice, the Board of Directors shall call an annual meeting of the landowners in the district and present an annual report and audit; therefore,

Be It Resolved that the Annual Meeting of the Jefferson County SWCD be held on February 6, 2025 and,

Be It Further Resolved that the Board of Directors of the Jefferson County SWCD authorize the District Manager and staff to plan and execute all necessary tasks to plan and present the Annual Meeting.

Signature of District Chair

Date of Board Action

Jefferson Co. SWCD
Balance Sheet
 As of October 25, 2024

	Oct 25, 24
ASSETS	
Current Assets	
Checking/Savings	
Checking	240,152.76
Savings US Bank	2,828.32
Total Checking/Savings	242,981.08
Accounts Receivable	
Accounts Receivable	8,409.18
Total Accounts Receivable	8,409.18
Total Current Assets	251,390.26
Fixed Assets	
Equipment	
Accumulated Depreciation Equip	(12,300.24)
Equipment - Other	17,691.99
Total Equipment	5,391.75
Vehicles	
2006 Dodge Dakota	9,000.00
Accumulated Depreciation	(23,364.03)
Ford F150 2006	18,000.00
Ford F150 2019	42,910.50
Total Vehicles	46,546.47
Total Fixed Assets	51,938.22
TOTAL ASSETS	303,328.48
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Direct Deposit Liabilities	(591.67)
Direct Deposit Liability	(837.46)
Payroll Liabilities	
OSGP	200.00
PERS	(166.42)
Social Security	162.21
Payroll Liabilities - Other	(227.97)
Total Payroll Liabilities	(32.18)
Total Other Current Liabilities	(1,461.31)
Total Current Liabilities	(1,461.31)
Total Liabilities	(1,461.31)
Equity	
Fund Balance	84,234.27
Retained Earnings	285,522.52
Net Income	(64,967.00)
Total Equity	304,789.79
TOTAL LIABILITIES & EQUITY	303,328.48

Jefferson Co. SWCD
Profit & Loss
 July 1, 2023 through October 25, 2024

	Jul 1, '23 - Oct 25, 24
Ordinary Income/Expense	
Income	
Grants Revenue	1,501,295.58
Reimbursed Income	868.70
Total Income	1,502,164.28
Gross Profit	1,502,164.28
Expense	
Operating Expenses	
Administration	1,231.61
Advertising	208.33
Auditing	7,150.00
Dues	1,973.75
Educational Expenses	348.65
Insurance	
SDIS Health Ins.	(3,690.39)
Insurance - Other	7,578.40
Total Insurance	3,888.01
Internet Service	959.20
Office Supplies	44.58
Postage	241.95
Storage	2,601.00
Operating Expenses - Other	1,143.82
Total Operating Expenses	19,790.90
Outreach	9,175.00
Personnel	
Payroll Expenses	
Gross Wages	494.61
Health Insurance	91,531.19
PERS	43,045.26
Unemployment	79.68
Work comp	388.48
Payroll Expenses - Other	431,201.16
Total Payroll Expenses	566,740.38
Total Personnel	566,740.38
Projects	
Contracted Projects	682,999.29
Equipment	8,567.15
Field Supplies	1,161.56
Herbicide	9,392.05
Permits	50.00
Plantings	2,000.00
Project Management	0.00
Supplies & Materials	10,416.13
Training	2,332.29
Travel & Workshops	
Travel Expenses	8,230.79
Vehicle expenses	9,264.92
Travel & Workshops - Other	3,543.75
Total Travel & Workshops	21,039.46
Trout Creek	
BPA	(29.99)
Total Trout Creek	(29.99)

Jefferson Co. SWCD
Profit & Loss
July 1, 2023 through October 25, 2024

	<u>Jul 1, '23 - Oct 25, 24</u>
Projects - Other	25,943.63
Total Projects	763,871.57
Total Expense	1,359,577.85
Net Ordinary Income	142,586.43
Other Income/Expense	
Other Expense	
Depreciation Expense	25,752.03
Total Other Expense	25,752.03
Net Other Income	(25,752.03)
Net Income	<u><u>116,834.40</u></u>

Jefferson Co. SWCD Job Estimates vs. Actuals Summary

All Transactions
ACTIVE GRANTS AS OF 10-23-24

Expires			Est. Cost	Act. Cost	(\$ Diff.	Act. Revenue	(\$ Diff.	
Ally	10/15/2025	Reser Family Foundation 24-25	\$ 5,000.00	\$133.60	(4,866.40)	0.00	(5,000.00)	*NEW*
Ryan	?	USFS OR Invasive Plant Control Title II	\$ 26,000.00	\$0.00	(26,000.00)	0.00	(26,000.00)	*NEW*
Amber	6/30/2026	OWEB Jeff County NRCS Support 24-26	\$ 44,000.00	\$0.00	(44,000.00)	0.00	(44,000.00)	new employee
Amber	6/30/2026	OWEB JCSWCD CREP TA 2024-26	\$ 90,503.00	\$560.92	(89,942.08)	0.00	(90,503.00)	new employee
Amber	6/30/2029	IRA Central OR Farm Bill Capacity	\$ 400,000.00	\$0.00	0.00	0.00	(400,000.00)	new employee
Ryan	06/30/2025	ODA PSP EPA Toxics #4544 (2024-2025)	\$ 25,474.00	\$2,720.26	(22,753.74)	12,737.00	(12,737.00)	\$10,000 received not spent
Ryan	12/31/2025	USFS - Weeds	\$ 8,722.00	\$7,483.50	(1,238.50)	0.00	(8,722.00)	Invoice Being submitted in Oct \$8k
Adam	3/31/2025	BPA 2024-2025	\$ 204,000.00	\$102,908.92	(101,091.08)	52,466.15	(151,533.85)	Invoice Being submitted in Oct \$52K
Ryan	3/31/2025	Weed Coordinator - Jefferson County Funds	\$ 82,680.00	\$47,076.27	(35,603.73)	43,789.49	38,890.51	
Adam	Final Report?	HB 2010 W Juniper Treatment	\$ 325,000.00	\$325,000.00		325,000.00	0.00	**Completed - OCT**
Ally	completed	Gray Family Foundation 2023	\$ 2,500.00	\$2,466.67	(33.33)	2,500.00	0.00	**Completed - OCT**
Ally	7/31/2025	MDWC Capacity 2023-25 (OWEB 224-044)	\$ 166,142.00	\$90,587.63	75,554.30	60,985.31	(105,156.69)	Last Pmt 6/7/24 - Wait till end of January
Kate/Ellen	6/30/2025	ODA SOW 2023-25 (under JCSWCD Capacity)	\$ 135,232.00	\$77,453.39	(57,778.61)	84,520.00	(50,712.00)	
Kate/Ellen	6/30/2025	ODA DO 2023-25 (under JCSWCD Capacity)	\$ 57,956.00	\$39,968.53	(17,987.47)	36,222.50	(21,733.50)	
Ryan	6/30/2025	ODA PSP 2023-25 #4414	\$ 46,244.00	\$18,853.68	27,390.32	41,619.60	(4,624.40)	\$22,000 received not spent
Adam	8/27/2027	Little Trout Creek Juniper Removal (OWEB)	\$ 466,912.00	\$392,420.12	(74,491.88)	399,545.75	(67,366.25)	
Ally	6/27/2025	Campbell Creek BDA Implementation (OWEB)	\$ 121,007.00	\$114,524.40	(6,482.60)	108,906.30	(12,100.70)	
Ally	8/1/2025	NWQI Trout Creek (NRCS) (exFedGrants)	\$ 86,400.00	\$ 40,350.20	(46,049.80)	51,840.00	(34,560.00)	
Ryan	12/15/2025	Campbell Creek SIA (OWEB)	\$ 124,999.00	\$ 73,213.32	(51,785.68)	78,119.85	(46,879.15)	
Ally	11/15/2024	Upper Trout Creek Trib Rehab (OWEB)	\$ 84,601.00	\$ 60,313.07	(24,287.93)	49,409.76	(35,191.24)	ENDING SOON
Adam	12/1/2024	Beaver Creek Watershed Restoration	278,832.00	152,588.69	(126,243.31)	161,892.00	(116,940.00)	
Adam	12/31/2024	Stenerson Upland Habitat Improvement	\$ 253,609.00	\$226,578.03	(27,030.97)	228,246.70	(25,362.30)	issue last invoice after fall seeding
			3,035,813.00	\$1,775,201.20	(654,722.49)	1,737,800.41	(1,145,231.57)	\$ -

Ryan	12/31/2024	Willow Creek Revival (oweb thru JC)	\$ 10,254.00					have never billed
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JCSWCD Board Meeting: October 27, 2024

Ellen Hammond (Conservation Specialist)

Red = highlights to discuss

A. Drought Resiliency

1. Group
 - October Quarterly meeting cancelled due to my working on too many other projects
2. Starting to plan winter Soil Health Workshop with Lars; tentative date January 15, 2025
3. Working with Michael Curri on Precision Farming pilot (broadband and remote sensors)
4. RCPP proposal from DRC with NUID, Extension, and SWCD as partners NOT APPROVED.

B. SIA

1. Ryan continues to collect WQ samples due to my injured knee.
2. Roberts: two troughs successfully installed and 128 acres sprayed! Submitting reimbursement paperwork to OWEB.
3. Purchasing appropriate trailcam for the upper Campbell Creek monitoring site

C. Pesticides/Weeds

1. Grants

a. PSP

1. 100 flyers distributed to NUID, JeffCo,
2. Summarized monitoring results for MDWC

b. EPA Toxics – assist Ryan with

1. Ashwood Ranchland meeting: October 24
 - a. Huge success! 19 landowners!
 - b. Scooped up the Weed identification books
 - c. Lots of interest in receiving more information on weeds and other management topics.
 - d. Discussed ODA Weed Grant proposal. They requested:
 - i. Flyer that shows common eastern JeffCo noxious weeds
 - ii. 1-on-1 site visits to discuss weeds and control
 - iii. Generally more outreach
 - iv. Rejuvra cost-share

2. Weed Program

Spending tons of time helping Ryan and Kate figure out the weed program!

D. Other

1. Leroy Buck Small grant for buried mainline submitted to OWEB; waiting on approval
2. Working on Small Grant for Jason Harris to enlarge pond at end of 64 Lateral.
3. Working with JeffCo on accessing current taxlot GIS layers.