



Illinois Valley Soil and Water Conservation District

331 E Cottage Park Dr Suite 1 - P.O. Box 352

Cave Junction, OR 97523 Phone: 541-592-3731

Monthly Meeting Agenda October 22, 2026 - IVSWCD Office/ZOOM

Join Zoom Meeting: IVSWCD is inviting you to a scheduled Zoom meeting.

Topic: Illinois Valley SWCD Monthly Meeting

Time: October 22, 2026 6:00 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/83068803901?pwd=ndUiakpPGOA33OmTmbBvi82JDzzAPK.1>

Meeting ID: 830 6880 3901

Passcode: 972185

- I. 6:00 PM: Call to Order**
- II. 6:02 PM: Acceptance of Minutes**
- III. 6:04 PM: Acceptance of Financial Reports**
- IV. 6:05 PM: Old Business**
 - a. District Manager Position Description – FLSA Exemption Status**
- V. 6:15 PM: New Business**
 - a. Thompson Creek Tract – Updates**
 - b. Consideration of November–December Meeting Recess**
- VI. 6:30 PM: Staff and Partnering Agency Reports**
 - a. John’s report**
 - b. Partnering agency reports**
 - c. Public comments**
- VII. 7:00 PM: Adjournment**



Illinois Valley Soil & Water Conservation District

Monthly Meeting Minutes

331 E Cottage Park Drive Suite 1/ZOOM,

September 24, 2026

The annual meeting was called to order by Board member Rhett Nelsen at 6:02 p.m.

Meeting attendance Roster for monthly meeting:

Notes were taken by: Heather Gilinsky

In -Person	Via Zoom Teleconference	Absent
Robert Webb		x
Katrina Poydack		x
Zachary Robinson		
Matthew Robinson		x
Kathy Mechling		
Rhett Nelsen		
Janice Denney		
Bradley Stokes		x
Michael Miller		x
Lydia Robinson		
Cole Emmerick	x	
John Bellville, Staff		
Heather Gilinsky, Staff		
Bryce Porter, Staff		

- **Minutes:** The minutes of the previous meeting were presented to the board for review.
 - **K Mechling moved to approve the minutes.**
 - **Z Robinson seconded the motion.**
 - **The motion passed unanimously, with R Nelsen, and J Denney, voting in favor.**
- **Financial Reports:** The financial reports for August 2026 were presented to the board for review.
 - **K Mechling made a motion to approve the Financial Reports.**
 - **J Denney seconded the motion.**
 - **The motion passed unanimously, with R Nelsen, and Z Robinson voting in favor.**
- **Old Business**
 - **J Denney made a motion to send District employees and volunteering Board members (B Webb, M Robinson, R Nelsen, L Nelsen, J Bellville, and B Porter) to attend the OACD conference.**
 - **Z Robinson seconded the motion.**

- o The motion passed unanimously, with R Nelsen, and K Mechling voting in favor.
- o **Z Robinson made a motion that any water monitoring done concerning nickel mining, not accept any money from either financial or political interests. However, the general public can contribute up to \$20 per person.**
- o K Mechling seconded the motion.
- o The motion passed unanimously, with R Nelsen, and J Denney voting in favor.

- o **K Mechling made a motion to approve IVSWCD-TRSWCD sharing both landline and website.**
- o Z Robinson seconded the motion.
- o The motion passed unanimously, with R Nelsen, and J Denney voting in favor.

- **New Business**

- o **K Mechling made a motion to allow Bryce Porter to operate chainsaws for 1 month until Eric Nusbaum can meet with the Board to discuss position details.**
- o **J Denney seconded the motion.**
- o **The motion passed, with R Nelsen, and Z Robinson voting in favor.**

- **John Bellville presented the District Manager & Watershed Technical Specialist Revised Position Descriptions.**
K Mechling stated that she did not approve overtime pay for the District Manager, stating that the work should be completed within a 40 hr week. She also asked whether the position required certification.
R Nelsen recommended consulting with Eric Nusbaum to see if the District Managers qualify for overtime pay.
John Bellville will make inquiries and present his findings to the Board.

- **Cole Emmerick gave a presentation for Barn to Door, an online and in person farmer's market place. Board members asked various questions. Some regarding USDA standards and pricing. A discussion followed after the presentation.**

- **Staff Reports:**
- **John Bellville presented his staff report as follows**
 - Heather and I will be working on monthly budget projections starting in September.
 - I am working with Bradley Stokes (NRCS) on galvanizing our organizational partnership.
 - North Illinois Valley SIA
 - Carolyn and David are continuing to monitor water quality. Tributaries have run dry at multiple locations.
 - Bryce has been busy grant writing and conducting landowner technical assistance sites visits in the SIA.
 - I plan to make some modifications to the SAP.
 - OSU FEWS Wildfire and Water Security Project
 - Our team continues to maintain the two sondes in the field and send data to OSU.
 - Project work will likely be wrapping up this fall.
 - USFS EDRR/NPR
 - The project is well underway with our team collecting native seeds in the Smith River Complex burn area.
 - We plan to begin growing out native plants on contract with J Herbert Stone in the next month.
 - Illinois Valley Priority Noxious Weeds Project
 - There has been a bit of an expected lull in alyssum species and barbed goatgrass abatement.
 - Chemical treatment of Japanese Knotweed has been completed by Strauss Ecological Services and Noah Ark Forestry.
 - IV WQM 2024-6
 - Arthur Goulart, data scientist, is working on contract to get our water quality data submitted to DEQ.
 - We received our first round of results from USGS. So far, the water quality from September-November 2025 is looking *very clean*.
 - Irrigation Modernization Projects
 - The Sweet Cron Irrigation Modernization Project should begin construction the week of 9/21.
 - The Jimmy Little Ditch Flow Study is in process.
 - Thompson Creek Woodland Conservation Tract Enhancement
 - Thinning work will begin on November 1.
 - I am working with SDAO on a hearing protection program for staff chainsaw operators.
 - PFAS Baseline Studies
 - I have submitted full proposals for both PFAS projects and will be in contact with ODFW.
- **OWEB Small Grant Team Region 6**
 - The next review team meeting is scheduled for October 13, 2026
 - We are actively recruiting new members for the OWEB SGT 06 via the IVSWCD website, Facebook, and word of mouth.
- **Bryce Porter presented his staff report stating that he has been writing grants and conducting technical assistance on site with landowners for SIA land owner grants.**
- **Heather Gilinsky presented her staff report on fulfilling monthly office duties, and added that**

she is currently working on a billing dispute with the office's Microsoft 365 account that was compromised and over charged.

- **Partnering Agency Reports:**

- There was no partnering agency report.

- **Public Comment:** There was no public comment.

- **NEXT MEETING:** The next regular meeting will be held October 22, 2026 at 6:00 pm **Adjournment:** The meeting was adjourned at 7:30 p.m.

- **Approved Minutes:**_____ **Date:** _____

10:36 AM

10/14/26

Cash Basis

Illinois Valley Soil & Water Conservation District

Profit & Loss

September 2026

	Sep 26
Ordinary Income/Expense	
Expense	
Bank Fees	30.00
Contracted Services	2,055.00
Mileage	259.16
Other	
Copier lease	143.57
Dues & Subscriptions	
Membership Dues	500.00
Total Dues & Subscriptions	500.00
Payroll Fees	275.00
Power and Electric	136.79
Printing & Copying	34.63
Rent Expense	602.00
Telephone	188.22
Website/Internet fees	
Internet/Telephone	71.28
Total Website/Internet fees	71.28
Total Other	1,951.49
Project mileage	156.40
Software Subscription	202.92
Supplies & Materials	616.79
Wages and Salaries	29,832.90
Water Quality Monitoring	922.97
Total Expense	36,027.63
Net Ordinary Income	-36,027.63
Other Income/Expense	
Other Income	
Reimbursement	8,802.32
Total Other Income	8,802.32
Net Other Income	8,802.32
Net Income	-27,225.31

10:37 AM

10/14/26

Cash Basis

Illinois Valley Soil & Water Conservation District

Profit & Loss

July through September 2026

	Jul - Sep 26
Ordinary Income/Expense	
Income	
Grants Received	17,355.00
Other Revenue	27.63
Service Contracts	
OSU SONDE	1,855.52
Total Service Contracts	1,855.52
Total Income	19,238.15
Gross Profit	19,238.15
Expense	
Accounting Fees	36.82
Bank Fees	90.00
Contracted Services	37,671.00
Meeting Expense	
Food and water	23.75
Total Meeting Expense	23.75
Mileage	824.66
Other	
Advertising	1,059.23
Copier lease	213.27
Dues & Subscriptions	
Membership Dues	500.00
Total Dues & Subscriptions	500.00
Licenses & Permits	264.46
Payroll Fees	1,000.00
Power and Electric	211.13
Printing & Copying	57.93
Rent Expense	2,278.50
Telephone	497.04
Website/Internet fees	
Internet/Telephone	71.28
Website/Internet fees - Other	318.52
Total Website/Internet fees	389.80
Total Other	6,471.36
Project mileage	283.32
Software Subscription	431.79
Supplies & Materials	6,753.96
Wages and Salaries	67,309.79
Water Quality Monitoring	2,135.87
Total Expense	122,032.32
Net Ordinary Income	-102,794.17
Other Income/Expense	
Other Income	
Refunds	504.91
Reimbursement	34,092.82
Total Other Income	34,597.73
Net Other Income	34,597.73
Net Income	-68,196.44

10:39 AM

10/14/26

Cash Basis

Illinois Valley Soil & Water Conservation District

Balance Sheet

As of September 1, 2026

	Sep 1, 26
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	37,890.63
Savings Account - Thompson Crk	231.73
Total Checking/Savings	38,122.36
Other Current Assets	1,855.52
Total Current Assets	39,977.88
TOTAL ASSETS	39,977.88
LIABILITIES & EQUITY	
Liabilities	-381.12
Equity	40,359.00
TOTAL LIABILITIES & EQUITY	39,977.88

Illinois Valley Soil & Water Conservation District

10/14/2026 10:40 AM

Register: Checking Account

From 09/01/2026 through 09/30/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/01/2026	21882	Amazon Business	Accounts Payable		44.90	X		37,960.32
09/01/2026	21883	Pacific Office Autom...	Accounts Payable	717-8257679-0...	69.69	X		37,890.63
09/02/2026	Debit	Minuteman Press	Accounts Payable	Greenhalgh Inc	512.00	X		37,378.63
09/02/2026	21884	IEH Laboratories & ...	Accounts Payable		585.00	X		36,793.63
09/02/2026	21885	Pacific Power	Accounts Payable		77.82	X		36,715.81
09/09/2026	21886	John Bellville	Accounts Payable		92.00	X		36,623.81
09/09/2026	21887	Bryce Porter	Accounts Payable		107.16	X		36,516.65
09/15/2026			Reimbursement	Deposit		X	512.00	37,028.65
09/15/2026	ACH	Cardinal Business Se...	Accounts Payable	784581	150.00	X		36,878.65
09/15/2026	ACH	Cardinal Net-To-Bank	Accounts Payable		5,980.82	X		30,897.83
09/15/2026	ACH	Cardinal Tax Impound	Accounts Payable		2,633.63	X		28,264.20
09/15/2026	21888	Pacific Office Autom...	Accounts Payable		34.63	X		28,229.57
09/15/2026	21889	Carolyn Taormina	Accounts Payable		60.00			28,169.57
09/16/2026			Reimbursement	Deposit		X	8,290.32	36,459.89
09/16/2026			Undeposited Funds	Deposit		X	1,855.52	38,315.41
09/16/2026	ach	Cardinal Net-To-Bank	Accounts Payable		6,987.40	X		31,328.01
09/16/2026	ach	Cardinal Tax Impound	Accounts Payable		3,228.93	X		28,099.08
09/17/2026	ach	Adobe Suite	Accounts Payable		68.97	X		28,030.11
09/17/2026	ACH	Adobe Suite	Accounts Payable		133.95	X		27,896.16
09/20/2026			Bank Fees	Service Charge	30.00	X		27,866.16
09/22/2026	21890	IV Watershed Council	Accounts Payable		188.22	X		27,677.94
09/22/2026	21891	IV DATA CENTER	Accounts Payable		33.78			27,644.16
09/22/2026	21892	Stilton LLC	Accounts Payable		472.50			27,171.66
09/22/2026	21893	John Bellville	Accounts Payable		156.40			27,015.26
09/23/2026	ACH	VOYA Financial	Accounts Payable		432.57	X		26,582.69
09/23/2026	21894	Pacific Source Healt...	Accounts Payable		596.00			25,986.69
09/23/2026	21895	OACD	Accounts Payable		500.00			25,486.69
09/24/2026	21896	IV DATA CENTER	Accounts Payable		37.50			25,449.19
09/28/2026	21901	Strauss Ecological Se...	Accounts Payable		2,000.00			23,449.19
09/28/2026	21902	A+ Storage	Accounts Payable		129.50			23,319.69
09/28/2026	21903	Fed-Ex	Accounts Payable		7.97			23,311.72
09/28/2026	21904	Grants Pass Water Lab	Accounts Payable		330.00			22,981.72
09/28/2026	21905	John Bellville	Accounts Payable		59.89			22,921.83
09/30/2026	ACH	Cardinal Net-To-Bank	Accounts Payable		6,833.14	X		16,088.69
09/30/2026	ACH	Cardinal Tax Impound	Accounts Payable		3,140.41	X		12,948.28
09/30/2026	ACH	Cardinal Business Se...	Accounts Payable	784581	125.00	X		12,823.28
09/30/2026	21906	Pacific Power	Accounts Payable		58.97			12,764.31
09/30/2026	21907	Rebekah Clipp	Accounts Payable		55.00			12,709.31
09/30/2026	21908	Pacific Office Autom...	Accounts Payable	717-8257679-0...	73.88			12,635.43



District Manager Staff Report October 2026

- **Illinois Valley SWCD Administration**
 - Heather and I have been working on budgeting projections.
- **Projects and General Updates**
 - North Illinois Valley SIA
 - Carolyn and David are continuing to monitor water quality. Tributaries have run dry at multiple locations.
 - Bryce got his first grant funded: Q Bar X: Blackberry Abatement and Riparian Restoration.
 - Bryce is about to continue grant writing for SIA projects now that he and I have completed the Lower River Road Bioswale Project (2RSWCD)
 - I plan to make some modifications to the SAP – including the introduction of at least one multiparameter datasonde to our current sampling suite.
 - OSU FEWS Wildfire and Water Security Project
 - Our team continues to maintain the two sondes in the field and send data to OSU.
 - Project work will likely be wrapping up soon.
 - USFS EDRR/NPR
 - The project is well underway with our team collecting native seeds in the Smith River Complex burn area.
 - We plan to begin growing out native plants on contract with J Herbert Stone in the coming weeks and sending the seed collected for the year to the Bend Seed Extractory.
 - Illinois Valley Priority Noxious Weeds Project
 - We are nearing the end of the 2026 season for this project.
 - I am planning to meet with Carri Piroso soon to plan the next iteration of this grant for the 2027-8 season.
 - IV WQM 2024-6
 - Arthur Goulart, data scientist, has submitted our water quality data to DEQ successfully as of 10/1.
 - He and Bryce did an outstanding job on this task.
 - We will plan to deploy another water quality infographic in December.
 - Irrigation Modernization Projects
 - The Sweet Cron Irrigation Modernization Project is nearing completion!
 - I am working on some permanent signage to be installed at the project site.
 - The Jimmy Little Ditch Flow Study is in progress.
 - Thompson Creek Woodland Conservation Tract Enhancement
 - Thinning work is set to begin on November 1.
 - I am working with SDAO on a hearing protection program for staff chainsaw operators. Troy DeYoung and I will be meeting on the tract on 10/28.
 - Nickel Mining
 - Bob Webb and I met with the CEOs of Homeland Nickel and Patriot Nickel on 10/16. We explained our position as an SWCD and shared community concerns about the proposed mining operations.



- o PFAS Baseline Studies
 - We are waiting on agreements for the funded PFAS studies totaling ≈\$380,000
- **OWEB Small Grant Team Region 6**
 - o All small grant funds were allocated during the October 13 meeting. Four projects were fully funded.
 - o Bryce and I will develop outreach materials to deploy in the springtime, in advance of the anticipated July 1 start to the 2027-9 SGT 06 biennium.
- **Grants**
 - Bryce has been working on SIA landowner grants and Smith River North BAR when not working on the Lower River Road Bioswale.
 - I am working on several grant applications for both Illinois Valley SWCD and Two Rivers SWCD.



Staff Report

Office Manager - Heather Gilinsky

October 2026

GENERAL ADMIN

- Payroll submitted.
- Payroll accrual tracked.
- Grant specific expense tracking in QuickBooks and Excel.
- Preparations for board meeting (pre-meeting packet assembly, QB reporting, coordinating agenda, minutes).
- Kept up with partnering agencies' newsletters and memos.
- Reconciled all accounts for Sept.
- Emails/Voicemail/US Mail
- Two Rivers admin