



Topic: Illinois Valley Soil & Water Conservation District Meeting

331 E Cottage Park Drive Suite 1B Cave Junction OR 97523

Monthly Meeting

Thursday, October 26, 2023 6:00 PM PDT

[Join Zoom Meeting https://zoom.us/j/95435099861?pwd=UXNsUEgyT200Ym9ZUVhEa1UvbnFUdz09](https://zoom.us/j/95435099861?pwd=UXNsUEgyT200Ym9ZUVhEa1UvbnFUdz09)

Meeting ID: 954 3509 9861

Passcode: Conserve

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Find your local number: <https://zoom.us/j/ab7y7ctjWv>

Meeting Minutes

Meeting called to order September 28, 2023 by Bill Reid, Board Chair at 6:05

ATTENDED IN PERSON ATTENDED VIA ZOOM ABSENT

ATTENDED IN PERSON	ATTENDED VIA ZOOM	ABSENT
William Reid	James Gurley	Rhett Nelsen
Robert Webb	Marcy Sowa (6:24)	Gene Merrill (WC)
Katrina Poydack	Kevin O'Brien (WC)	Janice Denney (WC)
Robert Schmidt		Patricia Downing (WC)
Don Young (WC)		
Carol Crawford		
John Bellville- staff		
Arlyse DeLoyola- Staff		

SCRIBE

Notes were taken by: Arlyse DeLoyola

The minutes of the previous meeting were presented for review.

- **A motion to accept the minutes for August was made by Bob Schmidt.**
- **The motion was seconded by Bob Webb.**
- **The motion passed without dissent.**

The financial reports were presented for review.

- **Bob Schmidt moved to accept the financial reports.**
- **Bob Webb seconded the motion.**
- **The motion passed without dissent.**

OLD BUSINESS

Water Quality Monitoring Report:

- John reported that the team had finished up another week of sampling that went well. There were some high readings on White Creek.
- He will be removing the temperature monitors next week for the season.

NEW BUSINESS

Resolution for Annual Meeting:

Discussion was held regarding a date for the annual meeting. The consensus was that the regular meeting date of December 21st would be best.

- **Jim Gurley moved to accept a resolution to hold the Annual Meeting on December 21, 2023 at 6:00 pm.**
- **Bob Schmidt seconded the motion.**
- **The motion passed without dissent.**

Budget committee meeting date:

Discussion was held regarding the annual budget committee meeting. A date of December 5, 2023 at 2:00 pm was set.

OACD (Oregon Association of Conservation Districts) Conference:

John announced that the OACD annual conference would be held October 16-18 in Redmond and he had been advised that he should attend.

- **Bob Schmidt made a motion to send John to the conference, with the district paying costs.**
- **Bob Webb seconded the motion.**
- **The motion passed unanimously.**

CONTINUING

David Ferguson of National Resources Conservation Service (NRCS) addressed the board regarding the visits his team, John, and the Oregon Department of Forestry made to our Thompson Creek Tract this week. He will prepare a report for the board and he discussed next steps for the property, should John be successful in securing funding.

He also reported that his staff has experienced growth this year, adding two soil conservationists and an engineer, which allows more capacity for all uses, including forestry, cropland, and pasture. They have received and are seeking funding through Oregon Department of Forestry and NRCS that may allow for some capacity for the District, as the District has positioned itself as the central hub for the Illinois Valley for fuels reduction projects.

NRCS had stayed active in IVFROG and he has contracted over a dozen landowners in Takilma for thinning and piling of forested properties.

He is looking ahead to more work in the IV in the areas of prescribed grazing, no-till farming, and irrigation efficiency projects in the future.

Staff Reports:

John reported that he and Cheryl had placed “Burma-Shave” type signs at both ends of the valley advertising conservation-themed messages as well as the IVFROG website and deployed a number of ‘Thank You Firefighters’ banners throughout the valley.

He will be speaking to the Garden Club in October about mushroom cultivation as it relates to water conservation.

The Post-Fire Recovery Project is nearing the next phase - there are two landowners left to sign on.

It is requested that the board vote on properties to be included in the CWDG project. A map of the proposed properties will be available at the next meeting.

Cheryl’s report was in writing as she was not present.

Arlyse reviewed her report.

Partnering Agency reports:

Kevin O’Brien gave a report. The Watershed Council received word that the Passive Water Quality Monitoring Grant fell below the funding line and would not be funded. He will be meeting with the program manager to discuss the application.

NEXT MEETING

The next meeting is to be held on October 26, 2023 at 6:00 pm

ADJOURNMENT

The meeting adjourned at 7:12 pm.

APPROVED MINUTES: _____

DATE: _____

Illinois Valley Soil & Water Conservation District
Profit & Loss
September 2023

	<u>Sep 23</u>
Ordinary Income/Expense	
Income	
Grants Received	48,476.88
Total Income	<u>48,476.88</u>
Gross Profit	48,476.88
Expense	
Internet Services	156.96
Meeting Expense	
Food and water	187.24
Total Meeting Expense	<u>187.24</u>
Mileage	193.94
Other	
Copier lease	1,908.76
Payroll Fees	75.00
Printing & Copying	277.00
Rent Expense	534.50
Telephone	162.88
Website/Internet fees	21.25
Total Other	<u>2,979.39</u>
Software	112.01
Supplies & Materials	5,253.02
Training and associated travel	300.00
Wages and Salaries	
Employee Contributed 457	0.00
Employee Paid Taxes	0.00
Employer Paid Taxes	964.39
Medical Insurance	
Health Insurance-Employee cont.	-92.03
Medical Insurance - Other	1,219.00
Total Medical Insurance	<u>1,126.97</u>
Retirement Fund Expenses	
Employer Contribution Standard	329.21
Employer Match	229.42
Total Retirement Fund Expenses	<u>558.63</u>
Wages and Salaries - Other	9,725.14
Total Wages and Salaries	<u>12,375.13</u>
Water Quality Monitoring	
Contract Water Quality Staff	1,325.21
Contracted Laboratory Analysis	2,869.76
Mileage Reimbursement /Sampling	489.16
Shipping Samples	92.74
Total Water Quality Monitoring	<u>4,776.87</u>
Total Expense	<u>26,334.56</u>
Net Ordinary Income	22,142.32
Other Income/Expense	
Other Income	
Reimbursement	1,750.19
Total Other Income	<u>1,750.19</u>
Net Other Income	1,750.19
Net Income	<u><u>23,892.51</u></u>

Illinois Valley Soil & Water Conservation District

Profit & Loss

July through September 2023

	<u>Jul - Sep 23</u>
Ordinary Income/Expense	
Income	
Grants Received	112,802.72
Total Income	<u>112,802.72</u>
Gross Profit	112,802.72
Expense	
Contracted Services	58,382.07
Internet Services	292.92
Meeting Expense	
Food and water	187.24
Total Meeting Expense	187.24
Mileage	380.29
Other	
Advertising	20.00
Copier lease	2,143.99
Dues & Subscriptions	295.00
Payroll Fees	425.11
Printing & Copying	438.00
Rent Expense	1,603.50
Telephone	463.00
Website/Internet fees	63.75
Total Other	5,452.35
Software	123.16
Supplies & Materials	9,119.86
Training and associated travel	348.50
Wages and Salaries	
Employee Contributed 457	-256.62
Employee Paid Taxes	10.10
Employer Paid Taxes	2,386.48
Medical Insurance	
Health Insurance-Employee cont.	216.12
Medical Insurance - Other	2,983.15
Total Medical Insurance	3,199.27
Retirement Fund Expenses	
Employer Contribution Standard	962.22
Employer Match	508.42
Total Retirement Fund Expenses	1,470.64
Unemployment Insurance	303.43
Wages and Salaries - Other	29,102.15
Total Wages and Salaries	36,215.45
Water Quality Monitoring	
Contract Water Quality Staff	3,543.50
Contracted Laboratory Analysis	13,411.76
Mileage Reimbursement /Sampling	825.19
Shipping Samples	92.74
Total Water Quality Monitoring	17,873.19
Total Expense	<u>128,375.03</u>
Net Ordinary Income	-15,572.31
Other Income/Expense	
Other Income	
Interest Income	0.01
Reimbursement	1,647.38
Total Other Income	<u>1,647.39</u>
Net Other Income	1,647.39
Net Income	<u><u>-13,924.92</u></u>

Illinois Valley Soil & Water Conservation District
Balance Sheet
As of September 30, 2023

	<u>Sep 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	27,369.99
Savings Account - Thompson Crk	231.66
Total Checking/Savings	<u>27,601.65</u>
Total Current Assets	<u>27,601.65</u>
TOTAL ASSETS	<u>27,601.65</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Umpqua Credit Card	417.15
Total Credit Cards	<u>417.15</u>
Total Current Liabilities	<u>417.15</u>
Total Liabilities	417.15
Equity	
Unrestricted Net Assets	41,109.42
Net Income	-13,924.92
Total Equity	<u>27,184.50</u>
TOTAL LIABILITIES & EQUITY	<u>27,601.65</u>

Illinois Valley Soil & Water Conservation District

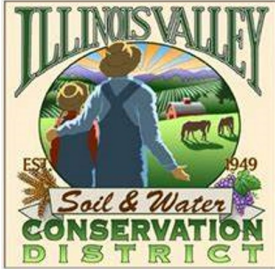
10/17/2023 1:30 PM

Register: Checking Account

From 09/01/2023 through 09/30/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/05/2023	21235	Staples	Accounts Payable	LA 1041286	30.59	X		3,041.44
09/06/2023	21236	Cheryl Nelson	Accounts Payable		175.54	X		2,865.90
09/07/2023			Grants Received	Deposit		X	6,000.00	8,865.90
09/07/2023	ACH	Cardinal Business Se...	Accounts Payable	784581	75.00	X		8,790.90
09/07/2023	ACH	Cardinal Net-To-Bank	Accounts Payable		3,599.94	X		5,190.96
09/07/2023	ACH	Cardinal Tax Impound	Accounts Payable		1,701.62	X		3,489.34
09/07/2023	ACH	VOYA Financial	Accounts Payable		412.78	X		3,076.56
09/07/2023	21237	Uline	Accounts Payable		363.31	X		2,713.25
09/12/2023	21238	IEH Laboratories & ...	Accounts Payable		139.76	X		2,573.49
09/13/2023	21239	Fed-Ex	Accounts Payable	ACCOUNT 20...	92.74	X		2,480.75
09/13/2023	21240	Tracy Hart	Accounts Payable		48.00	X		2,432.75
09/18/2023			Grants Received	Deposit		X	18,328.38	20,761.13
09/18/2023	21323	Carolyn Taormina	Accounts Payable	109 MILES SA...	71.40			20,689.73
09/18/2023	21324	David Stone	Accounts Payable		60.59			20,629.14
09/18/2023	21325	IV DATA CENTER	Accounts Payable		21.25	X		20,607.89
09/18/2023	21326	Stacey Williams	Accounts Payable	91 miles	59.65			20,548.24
09/18/2023	21327	Uline	Accounts Payable		85.23	X		20,463.01
09/19/2023	21242	US Cellular	Accounts Payable	951128871	162.88	X		20,300.13
09/21/2023	21243	Jody Middleton	Accounts Payable	cupcakes fire e...	140.00	X		20,160.13
09/25/2023			Grants Received	Deposit		X	24,148.50	44,308.63
09/25/2023	ACH	Confident Staffing	Accounts Payable		1,325.21	X		42,983.42
09/25/2023	ACH	Cardinal Business Se...	Accounts Payable	784581	75.00	X		42,908.42
09/25/2023	ACH	Cardinal Net-To-Bank	Accounts Payable		3,352.79	X		39,555.63
09/25/2023	ACH	Cardinal Tax Impound	Accounts Payable		1,555.35	X		38,000.28
09/25/2023	21244	Bigfoot Print and Copy	Accounts Payable		277.00			37,723.28
09/25/2023	21245	IEH Laboratories & ...	Accounts Payable		2,730.00			34,993.28
09/25/2023	21246	Pacific Source Healt...	Accounts Payable		1,219.00	X		33,774.28
09/25/2023	21247	Crystal Fresh	Accounts Payable	123731	19.00			33,755.28
09/25/2023	21248	Umpqua Bank	Umpqua Credit Card	4798 5100 616...	917.65			32,837.63
09/25/2023	21249	A+ Storage	Accounts Payable		84.50			32,753.13
09/25/2023	21250	IV DATA CENTER	Accounts Payable		450.00			32,303.13
09/26/2023			Reimbursement	Deposit		X	1,750.19	34,053.32
09/26/2023	ach	VOYA Financial	Accounts Payable		458.65			33,594.67
09/26/2023	21251	Wells Fargo	Accounts Payable	97345735	1,908.76			31,685.91
09/28/2023	21252	Arlyse DeLoyola	Accounts Payable		94.52			31,591.39
09/28/2023	21253	Wilson Biochar	Accounts Payable		4,000.00			27,591.39
09/28/2023	21254	Carolyn Taormina	Accounts Payable		56.33			27,535.06
09/28/2023	21255	David Stone	Accounts Payable		56.99			27,478.07
09/28/2023	21256	ELISHUA FERDON	Accounts Payable		55.68			27,422.39
09/28/2023	21257	Stacey Williams	Accounts Payable		52.40			27,369.99



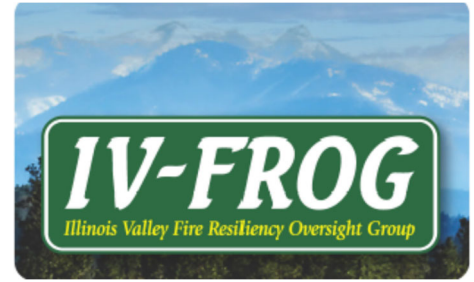
October 2023 District Manager Staff Report

- **OACD Annual Meeting**
 - I was able to attend the OACD Annual Meeting in Eagle Crest, OR.
 - I made many connections – and took many notes.
 - I have a clearer picture of what kinds of funding opportunities may be available in the coming year for the IVSWCD.
- **Cannabis Cleanup (SFLRF)**
 - Kevin O’Brien and I have been talking with Alex Lopez (DOGAMI) as well as other SWCDs about the best next steps in contracting the development of an assessment manual for restoring abandoned and polluted cannabis sites in the Illinois Valley.
- **Upper Illinois River Watershed Postfire Restoration Project (Post-Fire Recovery)**
 - I will, in the following weeks, begin talking with project landowners and developing a procurement document to be put out for bid.
- **Illinois Valley Water Quality Monitoring Program**
 - The program is moving along. Our pH meter probe broke early in the second September sampling session. The IVSWCD is going to be using a loaner pH meter from DEQ until a replacement probe arrives in the mail.
 - We have two more weeks of sampling scheduled for 2023. We will resume sampling in April 2024.
- **Community Wildfire Defense Grant (CWDG)**
 - We are beginning the process of identifying and prioritizing project properties. I will try to have a list of interested landowners, a map of project properties, and a scoring sheet ready for the November meeting. I will be asking the board to review which properties to prioritize for project work.
- **Stakeholder Engagement**
 - The Stakeholder Engagement project is set to wrap up in early February. The Engagement Coordinator and I had a project closure meeting to identify milestones as well as the next steps for IVFROG after this project culminates.
- **OWEB Small Grant Team – Region 06**
 - All reports are in. The OWEB SGT 06 will likely have a Team Award in the next 2 to 3 weeks.
- **Training**
 - I will be continuing with Conservation Planner Training in early November after clearing the 10/31 CWDG grant deadline.
- **Grants**
 - The Community Wildfire Defense Grant (CWDG) for the Thompson Creek Tract is nearing completion.

Respectfully submitted,
John Bellville, District Manager
Illinois Valley Soil & Water Conservation District



IVSWCD STAFF REPORT
Cheryl Nelson,
Engagement Coordinator



DATES: Sept. 19th-Oct. 17th, 2023

IVFROG – Illinois Valley Collective Mobilization for Fish and Fire Grant

Rogue Basin Strategic Planning Update

IV-FROG will attend the October 26th roll-out of the cohesive Basin-wide forest health restoration oversight group. 'Rogue All-Lands Resiliency Forum' or RALRF (formerly Rogue Collaborative Coordinating Group) formed to ensure transparency and inclusiveness with regard to project planning, prioritization and monitoring. RALRF provides oversight on resource allocation during the administration of the Rogue Basin CFLRP* funds over the next ten years. IVFROG stakeholders contribute to mapping products which highlight projects implemented, by-products produced and future planned project work in the Illinois Valley.

IVFROG Wildfire Preparedness Public Meeting

On September 20th, IVFROG hosted a public event at the IV FIRE Station in O'Brien. Presenters all provided positive feedback on the turn-out and attendees by-and-large signed up to participate in fuels mitigation project work on privately owned woodlands. One highlight in particular stands out, I was awarded a Fire -Adapted Hat by our Regional Representative of the Office of the State Fire Marshall in recognition of Stakeholder Engagement in the IVFROG Partnership. I share the honor with the IVSWC Staff and Board Members who provide direct support of IVFROG.

IVFROG Monthly Meeting

The October Monthly Meeting was cancelled due to a recent tragic loss by one of our partners.

Stakeholder Engagement Equity Work

'Decolonizing the Rogue River' - DEIJ opportunity in partnership with the Southern Oregon Land Conservancy. SOU Director Emeritus of Native American Studies, David West (Enrolled citizen of Potawatomi Nation) provided a framework pre-launch in accordance with the stated wishes of Native Takelma descendant Agnes Pilgrim, or 'Grandma Aggie' as she became known throughout the Rogue Basin. Grandma Aggie felt strongly about the importance of sharing both the living history and the human tragedy that took place on this section of the wild and scenic Rogue River. A tobacco offering was made for safe passage with an opportunity to add personal blessings.

-Indigenous Peoples Burning Network (IPBN) Beginners Workshop (ongoing) via The Nature Conservancy and Fire Adapted Networks.

[The Trouble with Wilderness; or, Getting Back to the Wrong Nature \(williamcronon.net\)](http://williamcronon.net)

T.E.L.E. Implementation

- Pile Burning Workshops offered 11/4 & 11/19 (OSU/Wilson BioChar/The Understory Initiative)
- IV-FROG signage. Working on Bat signage with volunteer.
- Social Media updates.
- More landowners showing interest in IVFROG Programs added to our database.

*CFLRP-Collaborative Forest Landscape Resiliency Partnership



Oregon State University
Extension Service
Fire Program



WORKSHOP:

Burn piles, biochar, and fire ecology

LEARN ABOUT:

- Safe pile burning techniques, regulations
- Turning your piles into biochar for soil health
- Local fire ecology and forest health

Sign up for FREE native plant seeds to sow in your piles from The Understory Initiative:

understoryinitiative.org/pollinator-initiative

Or contact Vanessa:
vanessa@understoryinitiative.org



11/4 register at <https://beav.es/TDi>
11/19 register at <https://beav.es/TDq>



Takilma, OR



Chris Adlam, Extension Fire Specialist
chris.adlam@oregonstate.edu or 971-318-0350

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Staff Report

Office Manager Arlyse DeLoyola

October 2023

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 QB accounts for September.
- Emails/Voicemail/US Mail

As of this writing we are still waiting to migrate to Microsoft for business due to a snag in our ability to provide access to our email. If this continues we may have to migrate without the full suite of services. Unfortunately, this snag is slowing our start with ESET Cybersecurity, but since it's fall grant deadline season, we have more than one reason to wait. I am working on it!

We received the initial funding for the Ag Water Quality Monitoring grant while I was away last week. That was a good shot-in-the-arm for our office, as we were quite upside down on that grant since we started the work in July.

John and I cooperated on our Quarterly reports for the ODA Capacity grant and I was able to submit them on the deadline date in spite of John being on travel and me just returning from vacation. Hopefully they will be approved. We are all learning the new system of submitting these reports through the Online Grant Management System (OGMS). Thankfully, we got a review of it at Connect Conference last year. It is not incredibly intuitive and sometimes it has taken me a few tries to get it right. Change is hard.....

I should have in hand the annual review from Brewster for this meeting.

I will not be in attendance at the November meeting. I will be on my way to San Diego to walk in the 3-Day again. From there we'll drive to Texas for Thanksgiving. I am counting on someone to step up for note-taking (please and thanks!)

Arlyse

