



## Topic: Illinois Valley Soil & Water Conservation District Meeting

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

### Monthly Meeting

Thursday, September 26, 2024 6:00 PM PDT

Join Zoom Meeting <https://zoom.us/j/95435099861?pwd=UXNsUEgyT200Ym9ZUVhEa1UvbnFUdz09>

Meeting ID: 954 3509 9861

Passcode: Conserve

One tap mobile

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## Illinois Valley Soil and Water Conservation District

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

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

### Monthly Board Meeting Agenda September 26, 2024- SWCD Office/ZOOM

- I. 6:00 PM: Call to Order
- II. 6:05 PM: Acceptance of Minutes
- III. 6:10 PM: Acceptance of Financial Reports
- IV. 6:15 PM: Old Business
  - a. AG Water Quality Monitoring Update
  - b. Two River- Discussion w/ Eric Nusbaum and Lake County SWCD DM Justin Ferrell
  - c. IVSWCD 75<sup>th</sup> Anniversary Planning Update
  - d. Bio-Char Kiln Move Update
  - e. District Manager Training Update
- V. 6:50 PM: New Business
  - a. Re-set Annual Meeting
  - b. Budget Committee Recommendations
- VI. 7:10 PM: Staff and Partnering Agency Reports
  - a. John's report
  - b. Arlyse's Report
  - c. Partnering Agency Reports
    - IVWC
    - ODA
    - Two Rivers SWCD
- VII. 7:25 PM Public comments
- VIII. 7:30 PM: Adjourn

## Meeting Minutes

Meeting Called to Order Thursday August 22, 2024, by Bob Webb, Vice-Chairman at 6:11 pm.

LIVE ATTENDEES	ZOOM ATTENDEES	ABSENTEES
<b>Bill Reid</b>	<b>Katrina Poydack</b>	<b>Bob Schmidt</b>
<b>Jim Gurley</b>	<b>Kevin O'Brien IVWC</b>	<b>Marcy Sowa</b>
<b>Rhett Nelsen</b>	<b>Heather Medina-Sauceda NRCS</b>	
<b>Bob Webb</b>		
<b>Janice Denney (IVWC)</b>		
<b>Carol Crawford (IVWC)</b>		
<b>John Bellville-Staff</b>		
<b>Arlyse DeLoyola- Staff</b>		
<b>Kathy Mechling</b>		

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### SCRIBE

Notes were taken by Arlyse DeLoyola

Before a quorum arrived and the meeting was called to order, Heather Medina-Sauceda gave an update on NRCS (Natural Resources Conservation Service) happenings. They are in the process of hiring David Ferguson's replacement, but it could still be a few months before that happens. David is now in Ohio. NACD (National Association of Conservation Districts) now has a grant available for Outreach and Planning along with NRCS. Next year she expects more money to be made available for fuels reduction and irrigation projects. Kevin asked if there was ever a District Conservationist for Josephine and Jackson Counties combined. There was once an office in Josephine County she explained and this would be something to speak with the new State Conservationist, Greg Becker about.

The meeting was called to order at 6:11 pm by Chairman Reid.

- **Minutes:** The minutes from the July meeting were presented to the Board for review.
  - **Jim Gurley made a motion to approve the minutes for July.**
  - **Rhett Nelsen seconded the motion.**
  - **The motion carried.**
  
- **Financials:** The Financial Reports from July 2024 were presented to the Board for review.
  - **Jim Gurley made a motion to accept the financial reports.**
  - **Rhett Nelsen seconded that motion.**
  - **The motion carried without dissent.**

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### OLD BUSINESS

- **Ag Water Quality**  
 John reported that the team will be sampling through December on what's left of the ODA Ag Water Quality Grant and a portion of the upcoming SIA Grant. He will meet with Maelagh tomorrow to discuss deployment of temperature monitors and how to keep up on data management. John will be

meeting with Jen Ambrose in October who will help to build a functional dashboard which will enable ease of access to IVSWCD WQM data.

We are still moving into the Clear creek lab and figuring out what makes sense for us as far as outsourcing vs. in-house lab work.

We will be working with OSU on a project to determine the impact of wildfire on drinking water quality.

The 2024 SIA will begin September 1<sup>st</sup> and the sites chosen by ODA (Oregon Department of Agriculture) are Kerby Main Stem, McMullen Creek, Upper, Lower, and South Deer Creek.

Our Passive Water Quality Monitoring Grant was rated number 2 for funding in the state and we should be hearing whether that grant is funded in late-October.

Heather Medina-Sauceda added that with an SIA in the District, NRCS has developed a conservation implementation strategy to coincide with SIAs. This could be discussed at the Local Working Group meeting for FY26, since the deadline for FY25 is passed.

- **Set Committee Meeting for the 75<sup>th</sup> Anniversary Celebration**

The meeting was set for September 17<sup>th</sup> at 3:00pm.

## **NEW BUSINESS**

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- **Bio Char Kiln Location**

Our kilns are currently stored at Wilson Bio-Char and are occasionally being used. Ideas to make them identifiable as IVSWCD property were suggested.

- **A motion was made by Bob Webb to move one kiln to his property and one to Janice Denney's property for safekeeping at this time.**
- **Rhett Nelsen seconded the motion.**
- **The motion passed with Katrina Poydack abstaining.**

- **District Manager Training Opportunities**

John told the board that his Conservation Planner Training requires some in-person training and that the next one in the Northwest was September 23-26 in Pend Oreille, Idaho. He asked that the board consider sending him to this. The cost would be the flight, transportation to Pend Oreille from Spokane, and lodging. The training is free.

- **A motion was made by Rhett Nelsen to send John to the NRCS Conservation Planner Training in Pend Oreille, Idaho next month.**
- **Bob Webb seconded the motion.**
- **Discussion was held.**
- **The motion passed.**

The OACD Annual Conference in Hood River will be held October 14-16. The cost is \$350 plus hotel and travel. Bob Webb mentioned he is going because he is on their board and John could ride with him to save cost.

- **Rhett Nelsen made a motion to authorize up to \$1000 for John to attend the OACD Conference, traveling with Bob Webb.**
- **Jim Gurley seconded the motion.**
- **The motion passed with Bob Webb abstaining.**

- **Food Resilience**

Bob Webb introduced the subject stating that if everyone grew a garden, we could feed the population. The IV has the potential for producing food- it would be a lot of work, but we could do better than we are currently.

Rhett Nelsen gave his stance on the subject as a farmer who is consistently undercut. This led to a lively discussion on farming in the valley and a consensus that food resilience should be written into our long-range plan.

John noted that he had received a letter from Fungi Perfecti (Paul Stamets' company) that stated every area should be growing mushrooms.

Bill closed the discussion stating that our soils cannot compete with those in the Willamette Valley. We once had the largest dairy operation in the state, but now the valley has become gentrified.

## CONTINUING

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- **Staff Reports:**

**John** reviewed his report. The SIA will begin September 1<sup>st</sup> and focus on the North Valley.

He has been taking a HAZWOPER course so that once we are ready to start our initial clean-up of a cannabis site, he will have the minimum qualifications to legally proceed.

As part of the outreach portion of the Cannabis Clean-up guide project, we will staff a booth at the Halloween Festival.

We are continuing talks in preparation for work with the US Forest Service on the 2025-2028 Smith River Seed Collection and Weed Abatement project.

**Arlyse**- reminded everyone that election deadline is looming so be sure and get paperwork filed. Bios will not only help folks know who you are as a candidate, but who the SWCD is as well, so preparing a bio is equally important.

- **Partnering Agency Reports:**

Kevin O'Brien had nothing to add.

**Public Comment:**

Janice asked if anyone knew of oversight on the heavy equipment rolling through the ponds at the solar farm build on Laurel and Cave Highway. Bill suggested she talk to the newspaper. Several mentioned that those ponds were man-made and were still there.

## NEXT MEETING

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The next meeting is to be held on September 26<sup>th</sup> at 6:00 pm at the Illinois Valley SWCD Office and via ZOOM.

## ADJOURNMENT

The meeting was adjourned at 7:46 pm.

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APPROVED MINUTES: \_\_\_\_\_

DATE: \_\_\_\_\_

Illinois Valley Soil & Water Conservation District  
**Profit & Loss**  
August 2024

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	<u>Aug 24</u>
Ordinary Income/Expense	
Expense	
Bank Fees	1.64
Contracted Services	4,500.00
Director Expense <i>Don- retirement</i>	75.00
Other	
Copier lease	58.83
Dues & Subscriptions	
Membership Dues	250.00
Total Dues & Subscriptions	250.00
Payroll Fees	50.00
Power and Electric <i>Deposit</i>	92.50
Printing & Copying	8.56
Rent Expense	552.00
Telephone	155.77
Website/Internet fees	21.25
Total Other	1,188.91
Software Subscription	57.01
Supplies & Materials	558.76
Training and associated travel	229.00
Wages and Salaries	8,907.11
Water Quality Monitoring	
Contracted Laboratory Analysis	2,600.00
Mileage Reimbursement /Sampling	180.44
Total Water Quality Monitoring	2,780.44
Total Expense	18,297.87
Net Ordinary Income	-18,297.87
Net Income	<u><u>-18,297.87</u></u>

**Illinois Valley Soil & Water Conservation District**  
**Profit & Loss**  
July through August 2024

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	<u>Jul - Aug 24</u>
<b>Ordinary Income/Expense</b>	
<b>Expense</b>	
Bank Fees	1.64
Contracted Services	7,200.00
Director Expense	75.00
Meeting Expense	
Food and water	19.00
<b>Total Meeting Expense</b>	<u>19.00</u>
<b>Other</b>	
Advertising	78.00
Copier lease	120.86
Dues & Subscriptions	
Membership Dues	845.49
<b>Total Dues &amp; Subscriptions</b>	<u>845.49</u>
Payroll Fees	150.00
Power and Electric	92.50
Printing & Copying	34.27
Rent Expense	1,656.00
Telephone	311.54
Website/Internet fees	42.50
<b>Total Other</b>	<u>3,331.16</u>
Software Subscription	114.02
Supplies & Materials	2,237.98
Training and associated travel	229.00
Wages and Salaries	18,494.54
Water Quality Monitoring	
Contracted Laboratory Analysis	7,640.00
Mileage Reimbursement /Sampling	180.44
Shipping Samples	89.33
<b>Total Water Quality Monitoring</b>	<u>7,909.77</u>
<b>Total Expense</b>	<u>39,612.11</u>
<b>Net Ordinary Income</b>	<u>-39,612.11</u>
<b>Net Income</b>	<u><u>-39,612.11</u></u>

Illinois Valley Soil & Water Conservation District  
**Balance Sheet**  
As of August 31, 2024

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	<u>Aug 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking Account	197,679.82
Savings Account - Thompson Crk	231.67
<b>Total Checking/Savings</b>	<u>197,911.49</u>
<b>Total Current Assets</b>	<u>197,911.49</u>
<b>TOTAL ASSETS</b>	<u><b>197,911.49</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-2,944.06
<b>Total Accounts Payable</b>	-2,944.06
Credit Cards	
Umpqua Credit Card	-66.06
<b>Total Credit Cards</b>	<u>-66.06</u>
<b>Total Current Liabilities</b>	<u>-3,010.12</u>
<b>Total Liabilities</b>	-3,010.12
Equity	
Unrestricted Net Assets	240,533.72
Net Income	-39,612.11
<b>Total Equity</b>	<u>200,921.61</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>197,911.49</b></u>



Illinois Valley Soil & Water Conservation District

9/17/2024 12:20 PM

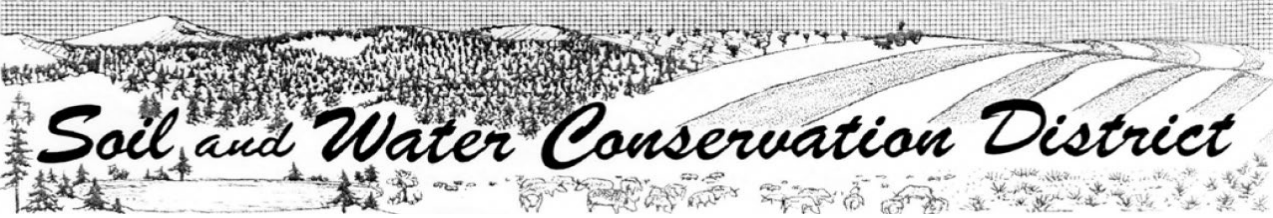
Register: Checking Account

From 08/01/2024 through 08/31/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/05/2024	21450	Pacific Office Autom...	Accounts Payable		58.83	X		214,918.86
08/05/2024	21451	Rogue Basin Partners...	Accounts Payable		250.00			214,668.86
08/05/2024	21452	Refugium Consulting...	Accounts Payable	<i>Cannabis remediation</i>	3,500.00	X		211,168.86
08/06/2024	21453	Staples	Accounts Payable	LA 1041286	17.46	X		211,151.40
08/06/2024	21454	Amazon Business	Accounts Payable		535.30	X		210,616.10
08/13/2024	ACH	Cardinal Business Se...	Accounts Payable	784581	50.00	X		210,566.10
08/13/2024	ACH	Cardinal Net-To-Bank	Accounts Payable		2,276.13	X		208,289.97
08/13/2024	ACH	Cardinal Tax Impound	Accounts Payable		1,099.37	X		207,190.60
08/13/2024	ACH	VOYA Financial	Accounts Payable	<i>Retirement</i>	385.81	X		206,804.79
08/19/2024	21455	IV DATA CENTER	Accounts Payable		21.25	X		206,783.54
08/20/2024	21456	Staples	Accounts Payable	LA 1041286	6.00	X		206,777.54
08/20/2024	21457	US Cellular	Accounts Payable	951128871	155.77	X		206,621.77
08/20/2024	21458	Elan Financial Services	Umpqua Credit Card	4798 5100 616...	361.01	X		206,260.76
08/20/2024	21459	Carolyn Taormina	Accounts Payable	51.8 miles	34.71			206,226.05
08/20/2024	21460	David Stone	Accounts Payable	96 miles	64.32	X		206,161.73
08/20/2024	21461	Maelagh Baker	Accounts Payable	123. miles	81.41	X		206,080.32
08/22/2024	ACH	Cardinal Net-To-Bank	Accounts Payable		2,284.48	X		203,795.84
08/22/2024	ACH	Cardinal Business Se...	Accounts Payable	784581	50.00	X		203,745.84
08/22/2024	ACH	Cardinal Tax Impound	Accounts Payable		1,468.03	X		202,277.81
08/22/2024	ACH	VOYA Financial	Accounts Payable	<i>Retirement</i>	382.54	X		201,895.27
08/22/2024	21462	A+ Storage	Accounts Payable		102.00			201,793.27
08/22/2024	21463	Stilton LLC	Accounts Payable	<i>Rent- new name</i>	450.00			201,343.27
08/23/2024	1003	Cardinal Net-To-Bank	Accounts Payable		268.25			201,075.02
08/26/2024	21464	Pacific Source Healt...	Accounts Payable		692.50			200,382.52
08/26/2024	21465	POA Medford Division	Accounts Payable	<i>Extra copies-new name</i>	8.56			200,373.96
08/26/2024	21466	IEH Laboratories & ...	Accounts Payable		2,601.64			197,772.32
08/27/2024	21467	Pacific Power	Accounts Payable	<i>Deposit on electric</i>	92.50			197,679.82

# ILLINOIS VALLEY September 2024 District Manager Staff Report



- **ODA 2024 Strategic Implementation Area (SIA)**
  - We are now conducting water quality monitoring in the SIA area.
  - ODA is conducting a remote evaluation. They are identifying abandoned cannabis sites in the SIA for IVSWCD use.
- **Two Rivers SWCD**
  - Arlyse and I have been assisting TRSWCD with administrative support.
- **Cannabis Cleanup**
  - We are in the process of reaching project completion for the Coalition for Remediating Cannabis Sites (CoRCS) project.
  - I submitted a Roundhouse Foundation grant that will fund a short documentary film on our first abandoned cannabis site cleanup if funded.
  - I am in conversation with Josephine County Solid Waste about taking water samples from an abandoned site for lab analysis.
- **Smith River Complex Weed Surveying and Seed Collection**
  - The final agreement will be signed by the end of September/early October.
- **Upper Illinois River Watershed Postfire Restoration Project (Post-Fire Recovery)**
  - Slash pile burning will begin as soon as fire danger goes down.
- **Illinois Valley Water Quality Monitoring Program**
  - Maelagh has been actively fundraising and has managed to raise \$2,500 from a private donor! This amount will fund one of the four remaining sampling sessions for the IVSWCD WQM season.
  - Testing has begun in the SIA area at our normal SAP sampling sites.
  - We are still in the process of moving into the Clear Creek Lab.
  - We have installed two sonde stations with Oregon State University's Forest Ecohydrology and Watershed Science (FEWS) Lab. The team will be checking on these and sending data to OSU every month.
- **Community Wildfire Defense Grant (CWDG) – Kerby Fuels Reduction Project**
  - We will tentatively be holding a project kickoff meeting the week of 9/23.
- **OWEB Small Grant Team Region 06**
  - Cycle 5 is now open for the OWEB SGT 06.
- **Outreach**
  - I will be meeting with members of the Illinois Valley Watershed Council on October 19 to discuss long-term engagement and fundraising strategies.
  - I will be speaking at the Josephine County Farm Bureau Annual Meeting on October 21.
- **Training**
  - I am pausing Conservation Planner certification for the time being.
  - I am still working on OSHA HAZWOPER 40 training to ensure the IVSWCD can legally manage hazardous waste projects.
- **Grants**
  - I will be collaborating with Trout Unlimited on two additional irrigation upgrade grants: OWEB Water Acquisition (Cron Farm) and OWRD Feasibility Study Grants (Jimmy Little).

- I am preparing to submit a second CWDG: Thompson Creek Woodland Conservation Tract Fuels Reduction grant once the grant window opens.
- Community Wildfire Resiliency Coalition (CWRC) is working on a complementary grant through the ODF Urban and Community Forestry program. This project would leverage CWDG and provide a parallel opportunity for CWRC-led outreach and education on the Thompson Creek tract.
- I will be submitting an application for funding the remediation of an abandoned cannabis site to the Josephine County Solid Waste Agency board within the next month. I am still working on identifying a site for remediation.

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



## **Staff Report**

**Office Manager - Arlyse DeLoyola**

**September 2024**

### **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 August.
- Filed receipts.
- Emails/Voicemail/US Mail

Hi all-

It's been a busy couple of weeks with John and I trading off being sick.

You'll see on the agenda that we need to re-do our annual meeting from last year. There was a snafu with the IV News while I was on vacation last November and they didn't get the notices printed at the right times. There is no wiggle room on the requirement, so we must re-do as a formality to stay in compliance. We just need to present our annual report and financial review again right before our next month's meeting, as long as a resolution is made at this meeting, and the ads are run properly. I had sent the ads that were run in, but they had not checked them until just now, which is why we're doing it at this time. We had the same issue with Two Rivers and got it corrected.

There's a rabbit show at the JoCo Fairgrounds tomorrow night and Saturday if any of you want to see what I do in my spare time. We'll be in the first building to the right as you come in the gate.

Enjoy this cool weather- Arlyse

