



Jackson Soil & Water Conservation District
89 Alder Street Central Point OR 97502
Telephone: 541-423-6159 Fax 541-727-7471
www.jswcd.org

MINUTES NOT FINAL UNTIL APPROVED

January 15th, 2025
Jackson Soil and Water Conservation District
(JSWCD)
Board Meeting

Directors, Associates

In attendance:

Ron Hillers – Director
Stan Dean – Director
Pam Hillers – Associate Director
Maxine Cass – Director
Frank Baratta – Director
Barbara Niedermeyer – Director Emeritus
Katelyn Detweiler – Director
Blake Elliott – Director
Don Hamann - Director

Guests/Partners

Colleen Roberts
Nan Xu – SOREC

Staff in attendance:

Jill Smedstad – Executive Director
Paul DeMaggio – Water Conservation Engineer
Trevor Morris – Business Manager
Kora Mousseaux – Stormwater Resource Conservationist
Ellie Zignego – Outreach and Engagement Coordinator
Josh Bilbao – Agricultural Resource Conservationist
Kim Ingram – Office Assistant
Michael Skandalis – Forest Resource Technician

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

Oath of Office

Director Cass, Director Hillers, Director Hamann, and Director Elliot recited the Oath of Office as elected Directors.

Frank Baratta submitted a conservation management plan to the Board for his qualifications as a Zone Director. **A motion by Director Hillers and Director Cass to approve Frank Baratta's management plan passed unanimously.** Director Baratta recited the Oath of Office as an elected Director.

December Meeting Minutes

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

Treasurers Report

A motion by Director Hillers with a second by Director Baratta to approve the Treasurers Report passed unanimously.

Partner Reports

RRWC – Director Dean stated that everything is going well. The RRWC is looking to replace their Administrative Specialist as Anna Johnson recently retired. The RRWC is planning heavily for the Celebrate the Rogue event in April.

Commissioner Roberts reported that they have a new Board member on the Jackson Count Commission, Randy Sparacino.

Quarterly Staff Report

Director Dean stated that OWEB is having a Board meeting and one of the discussions is funding priorities for the next biennium. Director Dean asked staff to share how the capacity grants help JSWCD financially as well as the work that the capacity grant helps fund. Stan also shared a brief background of the SWCD capacity funds from ODA for new Board Members.

Trevor reported that financially there was not a lot to report on. There were no grants received in December. 91% of the property taxes have been received as of the January Board Meeting. Trevor shared that the capacity funds currently pay roughly \$50,000 of administrative costs such as bookkeeping, audits, and insurance over the biennium.

Michael reported that he is working on the WOCRE RCPP in the South Obenchain fire footprint. A couple of weeks ago they had a contractor site tour where they toured a subset of the properties with the contractors. They are hopeful that a contractor will be selected by the end of the month and work on the ground can start soon after. He is also working with the Captain at Fire District 3 to develop a digital assessment tool for doing home assessments. This would streamline the entire process as far as reporting goes.

Kora shared that she has ongoing coordination with the Stormwater Management rebate program. Three projects were closed out in the last quarter. She has three more applications recently that she is reviewing. There are 7 total projects active at this time. She has also been working on PSP related work to include some Little Butte Creek sites.

Ellie reported that she has been working on several different things to include a tabling event at the Salmon Festival, the Southern Oregon Regional Envirothon, and the CCE grant applications. There were 11 applications, and 5 were selected to fund at \$10,000 apiece. Ellie has recently started a quarterly newsletter that goes out to the Districts email subscribers.

Josh reported that the survey included suggestions for equipment that could be rented out by JSWCD. He stated that the small drill is getting to a point where it is worn out and becoming a maintenance nightmare. Overall, the survey was very popular with more than 60 submissions. Director Baratta asked how equipment was purchased and if the rental fees covered the cost of the equipment. Trevor replied that equipment is purchased so infrequently that when the District does purchase equipment it is just built into that year's budget. Josh has spent a lot of time working with Rogue Valley Food Network as they are working through their strategic planning process. Josh submitted a grant to NACD to cover staff time for NWQI work. The grant was awarded at about \$80,000.

Paul reported he tracks his time agricultural water quality related time to the ODA SOW capacity funds. Paul stated that he has been working on the NWQI project. The previous deadline was December 20th, 2024. They were able to get six landowners on the project. There were others who were not eligible this year for different reasons. Between the six landowners, this covers over 200 acres, 100 acres of the total is irrigation improvements, and about a mile of riparian area. The project could be on the ground starting this summer once everything is approved through NRCS. The cultural resource survey could delay things as there is only one individual that conducts those surveys for NRCS.

Executive Director Smedstad reported that her and Stan are doing a JSWCD Director Orientation with Director Elliott on Friday, January 17th, 2025, from 10am to noon. On the following Wednesday, January 22nd, 2025, ODA will be doing a Director Orientation training from 10am to 2pm. The quarterly report is an ongoing document, and Jill is open to recommendations for improvements.

Annual Meeting Resolution 115:

A motion by Director Baratta with a second by Director Hillers to approve resolution 25-01/115 passed unanimously. Director Detweiler pointed out that one part of the document is stated 2024 instead of 2025.

Board Handbook Resolution 116:

Director Dean and Executive Director Smedstad stated that the changes have been made to the document. **A motion by Director Cass with a second by Director Hamann to adopt resolution 116: Board Handbook and rescind superseded resolutions and policies ass presented passed unanimously.** Director Detweiler found a minor spelling error on page 6.

Board Position Nominations

A motion by Director Hamann with a second by Director Hillers to appoint Pam Hillers as Associate Director and Barbara Niedermeyer as Director Emeritus passed unanimously.

A motion by Director Baratta with a second by Director Cass to appoint Stan Dean as Board Chair, Katelyn Detweiler as Vice-Chair, and Ron Hillers as Treasurer/Secretary passed unanimously.

A motion by Director Baratta with a second by Director Hillers to appoint Pam Hillers, Frank Baratta, Don Hamann, Katelyn Detweiler, Trevor Morris, Jill Smedstad, and Maxine Cass as members of the Personnel Committee passed unanimously. A Committee Chair will be appointed at a later date.

A motion by Director Detweiler with a second by Director Cass to appoint Director Emeritus Niedermeyer as the OWEB Small Grants Review Team Representative passed unanimously.

Legislative

Director Dean reported that the first 2000 bills were dropped into the legislative information system. They have been sifting through those at OACD and deciding which ones to actively engage in. Director Dean also mentioned the living with beavers grant program sponsored by Pam Marsh. Director Dean asked Executive Director Smedstad and the Board if they were comfortable with having JSWCD logo on a flyer that Pam is putting together to show support.

OWEB Small Grants

Two applications were received. One was approved for \$15,000 with a total project cost of \$22,500. The other was asked to resubmit. The next grant cycle is February 14th – 28th, 2025 for review on March 4, 2025. There is roughly \$55,000 remaining.

Public Input

Nan said that JSWCD is doing a lot of good work!

Director Dean called the meeting into Executive session per ORS 192.660(2)(i)

The meeting was reopened, and the following motions were made:

A motion by Director Hillers with a second by Director Cass to give Executive Director Smedstad a promotion from Grade 12 step 4 to Grade 13 step 1 effective the following pay period pass unanimously.

A motion by Director Baratta with a second by Director Elliott to keep Jills performance as scheduled with the same format used before with the exception that the employee input be assigned to the personnel committee to determine what the best method would be. Anonymity will not be an option in future reviews.

The meeting was adjourned at _____.

Respectfully submitted by: Trevor Morris
Business Manager

Minutes approved as printed:

_____ Date _____

Approved as amended:

_____ Date _____