

**Ash Creek Water Control District  
Board of Directors  
REGULAR MEETING**

**Thursday, May 5, 2022  
7:00 A.M.**

**MEETING NOTICE & AGENDA**

1. Call to order
2. Roll Call
3. Approval of previous meeting minutes: April 7, 2022
4. Audience Comments
5. Director Comments
6. Reports
  - A. Finance
    - a. Monthly Report
  - B. Phone
  - C. Nutria
  - D. Engineer's Report
    - i. Drone
  - E. Subcommittee Report: Outreach
7. Unfinished Business
  - A.
8. New Business
  - A.
9. Miscellaneous Business/Information Items
  - A. Correspondence
  - B. Task Log
10. Adjourn

**Notice of Regular Meeting**

The Board of Directors of Ash Creek Water Control District will hold a Regular Meeting at 7:00 a.m. on Thursday, May 5, 2022. The meeting will be conducted via video conference. To provide comments in advance or to get videoconference attendance information, email the District Secretary at [DistSec@ashcreekwcd.com](mailto:DistSec@ashcreekwcd.com), no later than 5:00 pm, May 4, 2022.

**Ash Creek Water Control District  
Board of Directors  
REGULAR MEETING**

**April 7, 2022**

1. Call to order. The meeting was called to order at 7:04 a.m. via videoconferencing by Chair Dan Farnworth.

2. Roll Call. Board present: Dan Farnworth, Madeline Hall, Mancil Russell, Andrea Melendy, Tom Wilson, Ed Matteo, Donna (arr 7:07 am) (Roger absent)

Others present: Karin Johnson, Todd Whitaker, Anne Scheck (7:08 am)

3. Approval of previous meeting minutes: March 3, 2022. Minutes were resubmitted via email to the board on 4/6/2022. Madeline moved to approve the minutes; Tom seconded. Approved by all present (Dan, Madeline, Mancil, Andrea, Tom, Ed)

4. Audience Comments. none

(Donna arr. 7:07 am)

5. Director Comments

a. Madeline – 5.14” precipitation; 2.02” last year. She gave a report on the returning wildlife on her property. She received notice about a development across 99W for a 151-lot subdivision; and also a floodplain development permit. She will talk w/Monmouth planner. Dan noted the planning commission meeting is on the 20<sup>th</sup>; documents are on the city website. Madeline noted it would create 151 lots in 35 acres. Dan said it will connect at Hoffman; also access 99W. If Craven is used, then they will need a bridge across creek. Madeline noted there is also a native American site.

b. Andrea reported that a month ago, sent the grant program planning and application to Tom who put them on the website. She sent out emails to previous grantees and school principals to check out the site. It is a very easy process now.

c. Donna reported turkey vultures are back. Tree frogs too.

(Anne S. arr 7:08 am)

d. Ed reported receiving pruners and cases for outreach.

e. Tom asked the date of the planning meeting; it will be April 20 at 7pm. He reported on the swag ordered – multi-purpose pens, etc. He checked with the internet folks about security; they are very aware and work with many special districts including school districts in California. He will be at the Streamline meeting today at 12.

f. Dan mentioned that there is an online webinar today at noon from SDAO regarding a new statute requiring remote access to public meetings. If we go back to in person meetings, we will

also have to have remote access. Tom noted the Polk S&WCD is going through this and gave example of how it works. Indy Commons is set up for this.

## 6. Reports

A. Finance. Andrea reported receiving a bill for Streamline; it will reflect in next month's report. She is not getting a response from Streamline about combining bills to one large one for several months. Summarized monthly report: (att. #1). LGIP - \$373,924.89; PTB - \$6,532.33. Andrea reported on checks issued.

Donna asked Tom if Gloria comes to Monmouth or Independence; he said he thinks she has been out, but she does most online. Donna is looking at the next step to transition from Andrea to Gloria. Discussion. Dan feels check writing should stay within the district due to past experience; Ed agreed. Donna asked if there was more she could take on. Andrea cannot think of anything right now. Discussion. Andrea will call the bank to see what options there may be for checks.

B. Phone. Mancil reported that historically, this is the month we purchase more phone minutes; asked if he was able to use the credit card. Discussion. Karin will get the card to Mancil; he will use and return the card with a receipt.

C. Nutria. Ed summarized report (Att. #2); 3 caught. Not too many nutria have been seen around. Andrea saw one today that avoids her traps. 54 traps out.

### D. Engineer's Report.

1. Todd reported he visited the Bush property at Pioneer Park; looked at the slide. He doesn't feel like it is caused by the stream; there is some slight undercutting due to woody debris, but he thinks the primary cause is gutter drains. He did not see anything that gave immediate concern to a threat to the house; he advised her to keep an eye out, plant willow stakes and reroute the gutter drains to the storm system.

2. He visited Riverview park, talked w/Gerald Fisher; they are amenable to a planting with willow stakes. Estimate of approximately \$2,000. Ed moved to approve up to \$2000 for willow stake planting to stabilize bank at Riverview Park; Mancil 2<sup>nd</sup>. Motion passed by all present.

3. Drone inspections were checked out; got a quote for high resolution photos with full length inspection of creek; \$700 for spring, \$1300 for spring & fall. Todd listed deliverables. Dan asked if this would provide Todd with better information, to which Todd replies yes. Madeline asked the reach of width; Todd thinks 100'. Madeline asked if hard copies could be provided; also yes. Tom asked if there is a 3D process; Todd said no he thinks ortho replication, see relief. Todd can get additional information to bring back to the May meeting. Discussion of timing. Tom likes the idea of hi res photos and would support this. All agreed. Todd to send copy of the bid to the board, and will come back with information in May. He will also check with the County GIS to see if can be placed on the district layer. Todd will ask about retention. Tom also asked about LIDAR; Todd will check.

4. Reported that we are exempt from TMDL requirements from DEQ. Dan will bring the letter to Karin for retention. Dan thanked Todd for delivering the information to DEQ and working on this.

5. Ash Creek subdivision. A floodplain development permit is required for any development in a floodplain; there can be excavation. No minimum quantity defined. Can't fill in

a floodway. Can see elevation lines in PC Maps. He explained the difference between floodway and floodplain.

E. Subcommittee Report: Outreach. Donna reported they met and purchased swag; they are on for May 7<sup>th</sup>. The last piece is to mail postcards. Approx. 2,000. Need to call Mungo to get a mailing price. Postage for mailing is outside of swag funds authorized; they want to get the postcard out this week. Requesting up to \$1200 for printing and mailing of postcards.

Action: Ed moved, Mancil seconded to authorize up to \$1500.00 for printing and mailing of postcards for outreach program. Motion passed by all present.

Staffing the May 7<sup>th</sup> booth – Mancil will help Tom.

#### 7. Unfinished Business

A. Mercury TMDL letter from DEQ (see engineer report)

B. Ash Creek bank scouring (see engineer report)

C. Website update. Still moving along.

E. Policy Manual Update. No update. Recommends to put on agenda for next year. Mancil has documentation from flood plain study in 1995, other documents. Will drop items off so can go in locker. Discussion of key.

#### 8. New Business

A. Karin reported the need to move the budget committee meeting from 4/21 to 4/28. It will be at Indy Commons; Dan, Mancil, Ed, Andrea, and Donna are available. Karin will check with Roger. There will be a board meeting just prior to appoint any new members.

B. Dan noted that we are continuing Zoom meetings. Brief discussion; will continue current practice.

#### 9. Miscellaneous Business/Information Items

A. Correspondence. No action required.

B. Task Log. Karin and Tom to meet re: hand-off the old laptop.

10. Adjourn. Mancil moved, Ed seconded to adjourn. Meeting passed by all present.

Meeting adjourned at 8:16 am.

**ACWCD Board of Directors Tracking Log 2021-22**

Project	Assigned	Person Assigned	Status		Comments
			Pending	Completed	
Buy laptop	05/07/2020	Karin	x		Purchase laptop & Office 365
Policy binder to Tom	11/04/2021	Karin		x	emailed
Website, records	11/04/2021	Karin/Tom/Andrea			Go to storage unit/Karin to put agenda packets & minutes on website
Topics of Board importance	11/04/2021	Board			bring ideas to Dec meeting
Take old laptop to Tom	11/04/2021	Karin			
Geo engineer report	12/2/2021	Todd			
Outreach	-12/2/2021 1/6/2022	-Andrea/Board -Tom/Ed/Donna		x	-Farmer's Market booth; mailings; car in parade -Subcommittee formed
Grants update	12/2/2021			x	
Vegetation survey	12/2/2021				
Update Policy Manual	01/06/2022	Board			
Mercury/TMDL letter from DEQ	02/03/2022	Todd		x	
Ash Creek scouring at Riverview Park	02/03/2022	Todd		x	Visit with Independence PW - done