Ash Creek Water Control District

Board of Directors

REGULAR MEETING

**Thursday, September 1, 2022**

1. Call to order. The meeting was called to order via videoconference at 7:03 am by Chair Dan Farnworth.

2. Roll Call.

Board Present: Dan, Andrea, Madeline, Roger, Donna, Tom, Mancil

Board Absent: Ed (excused)

Others Present: Karin Johnson, Todd Whitaker

3. Approval of previous meeting minutes. The minutes of August 4, 2022 were submitted in the agenda packet. Madeline noted a grammar error under item E. Roger moved, Mancil seconded to approve the minutes as submitted, with the grammar correction. Motion passed by all present.

4. Audience Comments. None.

5. Director Comments

 A. Madeline. 0” precipitation in August, and had .06” last August. She is in discussions with the agency that holds her easement – they will hold an ivy pull on Oct 13th from 1-4 pm. They will also try to find someone to help identify the emerald ash borer. She shared proposed details of the day, and will keep all informed.

 B. Andrea – LWC volunteers came to her property, looking for beaver. Did not get results, but she hasn’t seen any. Nor has Donna, but she has seen coyotes. Tom said Kristen will send a summary to Andrea. Madeline hasn’t seen either.

 C. Roger reported the garbage can on F Street was overflowed, reported it on Indy Works. It was emptied when he walked by the next day.

 D. Tom noted that regarding the Marion S&WCD, there was a report in the newspaper that one of the board is under investigation from State Ethics regarding a contract with the district.

6. Reports

    A. Finance.

1. The Monthly Report was summarized by Andrea. (Attachment #1). She also reported on the mini-grant application from Michelle Haney for a bench on the creek; she has a $500 check written for this.

Cash in Bank: LGIP $356,775.41; PTB $6908.82.

1. Karin reported on the submitted year end reports:
	1. Report in Lieu of Audit, 2022. Tom suggested doing a formal audit. Discussion. Dan suggested a review; Tom also suggested getting Gloria on board. Tom will check to see if/when a formal audit needs to be done.

Action: Roger moved, Tom seconded to approve the Report in Lieu of Audit for FYE 06-30-2022. Motion passed by all present.

Reports included in packet:

* + 1. Budget V. Actual, 2020-22
		2. Cash Schedule, FYE 06/30/2022

 B. Phone. Mancil reported getting a few phone calls asking questions, which he is able to return. It seems that the outreach is working. One of the questions is do we spray for tansy? Todd said it is not targeted by us; he doesn’t know if sprayers do it while there. Tom suggested Mancil could refer callers to LWC or SWCD.

    C. Nutria. No report. Tom noted 4 caught south of Independence.

    D. Engineer's Report.

 Madeline asked how willow stakes were doing; Todd reported that there is approximately a 90% survival rate so far. No growth first year, 2-4’ after that. Dan asked about the washout at the north end of Riverview Park; Todd thinks the city will be moving the path. Discussion of old drainage area and if it could affect moving the path and drainage to the creek.

 E. Subcommittee Report: Outreach. Tom reported the committee reviewed outreach campaign effectiveness. They have been successful in getting the board name out, not so much in board recruitment. Suggesting to do another mailer – cost of approximately $1500 – to get out the vote and looking for directors. Talked about a garbage can, work w/Rotary. Will get a new sign made for the meet & greets with an updated map. Also looking at getting a table runner with the district name, website address. Using emails that we have gotten at outreach. Our website is set up to send out information; he would like to send out a newsletter. Also talked about an activity log – tracking things the district does; similar to a task log. Donna asked about the Hop festival. They won’t be having community tables this year. Mancil was going to make contact with other water control districts, see what kind of outreach they do.

* Tom will begin collecting emails for contact database, to provide info re: ACWCD.
* Discussion of garbage can location.

Dan – actions:

* Discussion of director recruitment mailer. Consensus to send a postcard seeking interest in the board.

ACTION:

Tom moved to authorize up to $1500 to send a mailing asking for directors and their vision for the district; Mancil seconded. Motion passed unanimously.

Todd noted the ORS 297.435 criteria for exemption. And then was excused from meeting.

* Garbage cans. Donna suggested contacting the city prior to purchase of cans, to ensure they are ok with additional cans. This would be in parking lot at Inspiration Gardens. Mancil will visit with Master Gardeners about the location. Once the preferred location is determined, Donna will contact the city for approval. Consensus to move forward.
* Activity log. Tom would like to have something to log and quantify district activity. Directors to think about this; Tom will bring a proposed template to at next meeting.

7. Unfinished Business

 A. Mini grants. Andrea reported we have one application, another potential. Michelle Haney’s class is for an installation near the creek where people walk that students design. Tom would like to have our logo on it. Discussion; Andrea noted it is on the proposal.

ACTION: Tom moved to approve the $500 grant; Mancil seconded. Motion passed unanimously.

8. New Business

 A. Birdwalk. Donna reported LWC is suggesting a birdwalk along the creek; she was approached by Suzanne Teller of LWC about doing something together. Looking at 2 events; one walk in fall and another in the spring. Cost estimate up to $400. Discussion. Questions: where would they hold it; timing; and is it within our mission. Dan suggested September would be too soon, spring would be better. Also that would like Hispanic outreach, have it bilingual. Mancil suggested this would be education/outreach. Discussion; Tom will be the point person.

 B. SDAO Request – Legislative Advocacy. Dan – the American Rescue Plan gave funding to counties and cities, none to special districts, due to lack of contact w/legislators (not knowing funds would be wanted/needed). SDAO would like to have advocacy program for districts and is asking for approval of resolution. A model policy/resolution was provided and included in agenda packet. Dan would like board to review; this would relinquish some decision making from board as whole, and give to single designated person. Discussion. Board will review and discuss at next meeting.

9. Miscellaneous Business/Information Items

    A. Correspondence. No report; she will email board if there is action required.

    B. Task Log. Karin will update it and have it in the next packet.

 C. Mancil has a key to the storage unit. Discussion; he will keep it.

 D. Tom suggested considering an ‘associate director’. This would be a non-voting director; considered a director for insurance purposes – outreach work, etc. and explained how it worked at another district. He will bring more information to a future meeting.

10. Adjourn. With no further business, Tom moved to adjourn; Mancil seconded. Motion approved unanimously.

Meeting adjourned 8:35 am.

Karin Johnson, Clerk

Minutes approved: 10/06/2022