

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

**Thursday, October 5, 2023
7:00 A.M.**

MEETING NOTICE & AGENDA

1. Call to Order
2. Roll Call
3. Approval of minutes: September 7, 2023 – Regular Meeting
4. Audience Comments
5. Director Comments
6. Reports
 - A. Finance: Monthly Report
 - B. Phone
 - C. Nutria: Monthly Report
 - D. Engineer's Report
7. Unfinished Business
 - A. Open Board positions
8. New Business
 - A. Board meetings: discussion to hold hybrid
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, October 5, 2023. The meeting will be conducted via video conference (see link below). To provide comments in advance, email the District Secretary at DistSec@ashcreekwcd.com, no later than 5:00 pm, October 4, 2023.

Zoom link: <https://us06web.zoom.us/j/82158510794?pwd=TVVFdmlCa1BUQVdWeUpmK01halErUT09>

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

Thursday, September 7, 2023

1. Call to Order. The meeting was called to order via Zoom at 7:03 am by Chair Mancil Russell.

2. Roll Call. Board members present: Mancil Russell, Tom Wilson, Madeline Fisher, Emmanuel Goicochea, Andrea Melendy

Others Present: Todd Whitaker, Karin Johnson, Jennifer Ward, Kristen Larson

3. Approval of minutes: August 3, 2023 – Regular Meeting. Madeline moved to approve the minutes of August 3, 2023 as submitted; Emmanuel seconded. Passed by all board members present.

4. Audience Comments. None.

5. Director Comments

a. Madeline reported we received .22" precipitation until the 31st, then we got .5 for a total of 0.72 inches. Also would like discussion of board representations. Ex-officio possibility also considered.

b. Tom reported he went to SDAO training last month. Some public contracting limits are changing. An ethics training is coming up later this year. SDAO may be a contact to check on regarding board representatives; he will make the call. Will look at all possible representatives. Mancil encouraged all to attend the ethics training.

c. Andrea reported the paperwork for the bank has been dropped off by most; she hopes to take it to the bank tomorrow or Monday.

d. Emmanuel reported he will be serving on the community outreach in union with Luckiamute Watershed Council and also ACWCD.

e. Mancil needs to leave at 8 am.

6. Reports

A. Finance: Monthly Report. Andrea reported: she and Tom worked on LGIP transfers.

Cash in Bank: LGIP: \$401,994.01; PTB: \$2357.34

Checks: 2283 Ascension \$82.33; 2284 Aklin \$7,713.77; 2285 Karin Johnson \$400.00; 2286 PC Clerk \$4278.15; 2287 Ascension \$236.33; 2288 TMS \$500.

Mancil noted the finances are more complicated than they used to be; we should also consider paying the treasurer. Lots of driving involved. Tom noted he plans on shadowing Andrea for the next few months to step into the role.

B. Phone. Mancil reported receiving several phone calls from one person, not for our district.

C. Nutria: Monthly Report. Report sent out in advance of meeting.

D. Engineer's Report. Todd reported: he received an email from Suzanne Dufner. Monmouth is interested in a grant to update their FEMA flood map at the convergence of the middle and north forks and asked if the district interested in participating; he recommends it. He will contact her for more information and invite her to a board meeting.

Mancil reported on property of the City of Independence across creek; they had a large flail mower, took down weeds. Possible to contract w/city? Discussion.

Kristen, LWC. Asked if Monmouth mentioned why they are doing a FEMA map update. Unknown.

Todd noted having the machine in the creek would be problematic and probably have some permit difficulties. Board consensus not to follow up for now.

E. Subcommittee Report(s):

a. Outreach. No report. No specific outreach is planned; possibility of being at the market this month discussed, and perhaps ramp back up next spring. Have had no emails, inquiries. Mancil found the name of a person previously interested, will reach out to her about the board. Madeline noted that outreach may be the idea of having ex-officio members.

7. Unfinished Business

A. Open Board positions. Discussed earlier in the meeting.

8. New Business

A. Community Engagement: Climate Change and Urban Waters. Kristen Larson, LWC. Presented update: The LWC strategic plan identified the Ash Creek basin to work on regarding storm water. Having a continuing conversation with the city, also wants to get public input re: urban watershed issues. Is in contact with River Network about research/process. Anticipate in the coming 10 months to shape the program. Emmanuel will be a part of this committee; also a staff member from Monmouth public works. Also mentioned other possible representatives. Jennifer noted the results may be outside the work of the watershed council and districts. Kristen noted they are taking a broad approach, see where it goes; if not mission related, then who would be, how to connect them. Discussion. Emmanuel will also represent AWCD discussion. Emmanuel noted he will be the conduit for us to the committee.

B. Annual Report in Lieu of Audit (RILOA). Karin went over report and the budget. Discussion of accounting. There is an error in the current budget; a line item wasn't included in the materials and services total. Not an issue now, only if it looks like in the future that we will exceed expenditures, then we can use contingency. After completing the RILOA, it was noted that the bond amount needs to be updated; she recommends an increase to \$100,000.

C. Email Update. Tom went over updates needed for apple users.

9. Miscellaneous Business/Information Items

- A. Correspondence
- B. Task Log

10. Adjourn. With no further business, Andrea moved to adjourn, Tom seconded. Motion passed by all board members present.

Meeting adjourned 7:57 a.m.
Next meeting will be Oct 5th.

DRAFT

ACWCD Board of Directors Tracking Log 2023-24

Project	Assigned	Person Assigned	Status		Comments
			Pending	Completed	
Buy laptop	05/07/2020	Karin	x		Purchase laptop & Office 365
Website, records	11/04/2021	Karin/Tom/Andrea			Go to storage unit/Karin to put agenda packets & minutes on website
Take old laptop to Tom	11/04/2021	Karin			
Update Policy Manual	01/06/2022	Board			Ongoing
Outreach subcommittee	06/02/2022	committee	x		ONGOING
Create Outreach Comm. Activity Log	9/1/2022	Tom	x		ONGOING
Approved minutes to Tom for website	1/5/2023	Karin	x		ONGOING
LB-50 & Budget Resolution to County	6/1/2023	Karin		x	Filed
File Report in Lieu of Audit		Karin		x	File no later than Sept 30th
File copy of budget with County Clerk		Karin		x	File no later than Sept 30th
Question re: board repr for businesses	8/3/2023	Karin		x	9/07 - Tom will contact SDAO regarding members