



Klamath
Soil & Water
Conservation District

541.883.6924 | 1945 Main Street, Suite 200 | Klamath Falls, Oregon 97601 | www.klamathswcd.org

KSWCD BOARD MEETING MINUTES

October 11th, 2023

In Attendance:

Board Members: Jolene Moxon, Earl Miller, David Cone, Martin Kerns, David Kent

District Staff: Will Natividad/DM, Sam Fletcher/PM, Hanna Chittenden/PM

Community: Nina Caldwell/ODA, Brittany Mills/ODA

Meeting called to order at 12:37pm – Vice Chairman Jolene Moxon

Agenda Additions/Changes: None.

Old Business:

- Approve September Financials
- Approve September Minutes

Motion 1: Motion to Approve September Financials.

Motion: Kent

Second: Miller

Discussion: David Cone asked what the charges from JHB Supply were for, Will explained they were for the USFWS Restoration grant materials. Will also clarified that although the financial statements said State Police on them for the CWRR Grant, that grant is through the Oregon State Fire Marshall's office. Earl Miller also asked why one of the grant categories on SBC's summary spreadsheet was negative- it was the Deming Temperature Monitoring grant, and it was only negative because the new grant has not been signed for yet. Those costs will be attributed to that grant when the district signs for it soon.

Vote: 5 Yes - Unanimous, Motion Passes

Motion 2: Motion to Approve September Minutes.

Motion: Cone

Second: Kent

Discussion: None.

Vote: 5 Yes - Unanimous, Motion Passes

Motion 3: Motion to send a letter to Nick Trapper, who has a past due balance on the drill, that the district will remove interest charges if the balance is paid within a month of sending the letter.

Motion: Cone

Second: Miller

Discussion: None.

Vote: 5 Yes - Unanimous, Motion Passes

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Staff | Will Natividad, *District Manager*; Alex Sharp, *Project Manager*, Sam Fletcher, *Project Manager*; Hanna Chittenden, *Project Manager*



Motion 4: Motion to pay a temporary employee, Tom Parmeter, recommended by Ken to tow the No-Till Drill for \$25 an hour plus mileage reimbursement.

Motion: Miller

Second: Kent

Discussion: Ken wanted to pay the employee \$50 per trip initially plus mileage. It was determined that would not be the best option, as the employee would still have to track hours and the average pay per hour could not be less than minimum wage, which would be problematic on longer trips. The consensus was that paying him hourly would be the best option, and hiring him as a temporary employee according to the handbook.

Vote: 5 Yes - Unanimous, Motion Passes

Motion 5: Motion to Approve the annual district staff evaluations for Hanna Chittenden, Alex Sharp, and Sam Fletcher.

Motion: Cone

Second: Miller

Discussion: The District Manager's annual evaluation will be completed once the chairman is back, with anonymous feedback from district employees and input from NRCS and FSA. The evaluation will be done Monday, October 23, 2023 at 1:00pm.

Vote: 4 Yes - Unanimous, Motion Passes

Motion 6: Motion to give raises to Hanna Chittenden, Alex Sharp, and Sam Fletcher, to be paid \$31 an hour each after favorable evaluations, to be effective this pay period beginning October 1st 2023, and to be reflected on the next paychecks to be received in November.

Motion: Miller

Second: Kent

Discussion: David Cone did consult the chart Michelle had sent out showing how long the district could sustain payroll with current grants depending on potential raises. He emphasized the district will need to continue to bring in grants, and the board agreed the higher wages should be reflected in any new grant agreements.

Vote: 4 Yes - Unanimous, Motion Passes

Reports:

NRCS Report: N/A, no updates.

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FSA Report: Laura Hall

There are no new FSA programs. We are still in a D2 drought. The FSA still has the livestock forage program going. The deadline for the CRP Grasslands program has passed, they did submit several successful applications. Acreage reporting must be done by the 15th.

ODA Report: Brittany Mills

Brittany works for the agricultural drainage channel maintenance program with ODA. The goal of this program is to streamline the permit process for drainage channel maintenance, with a maximum of a 45 day turnaround time. The program will be available in Klamath as of January 2024.

ODA Report: Nina Caldwell

Quarter 1 reporting for the Capacity Grant is due Monday, October 16th. Per ODA, no more extensions will be granted on reporting deadlines as has been done in the past. Nina has completed a draft of the Klamath Headwaters Agricultural Water Quality Management Area Plan, and it has been sent to DEQ for further review. The SWCD contributed data and information to the new draft of the plan as well. The meeting for the review of this plan will be in December.

SBC Report: Sam Fletcher

Per SBC and the financial statements, the Capacity Grant has been approximately 24% expended to date, as opposed to the planned 12.5%, so the grant is being spent at a higher rate than budgeted. The district will need to be mindful of budgeting this grant so it is not overspent.

District Staff Report: Will Natividad

- The CWRR Grant has been very successful so far, and work has been moving along ahead of schedule. On Tuesday, a group of delegates from the State Fire Marshall's office in Salem came to visit, and Alex had successfully organized a day of site visits, where they were able to tour project sites in Keno. Alex is also working on another Keno Small Forestland Grant due this fall, and the district has already successfully applied for this grant once. There will also be a federal grant targeting fire mitigation available next year. The district also may receive one to two additional local already awarded CWRR Grants, due to situations where organizations no longer have the personnel they did when they applied for the grants and are now unable to execute them. The district also has the House Bill Legislative funding for \$125,000 for Juniper Removal coming soon.
- The pre-installation meeting for the Algoma project is complete and that will start next week.

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- Sam is working with USFWS Partners on restoration projects on the Sprague and Wood River, including hardened water gaps, and fencing. The district also plans on submitting another restoration grant, an OWEB Open Solicitation grant, at the end of the month for a project involving irrigation upgrades and an off-stream livestock watering facility. There are also planned USFWS Juniper Removal projects involving Will, Alex, and other potential partners.
- Hanna has been involved with the CWMA. She will be submitting a technical assistance weed grant in January, and is also working on an Open Solicitation Grant for treatment of the invasive weed, Yellow Flag Iris due at the end of the month. Hanna will be moving overseas in April, but may continue teleworking. She is also currently training to get NRCS Job Approval Authority for CRP Grasslands projects.
- The Upper Klamath Basin Ag. Collaborative submitted their proposal to the BIL. If approved, it would provide funding of \$70,000 for NRCS support. NRCS would also like to sign a 5 year contract with the SWCD most likely in March, for 1-2 FTE.

Chair Report: Jolene Moxon

The first No-Till Drill is going to Yancy's but is currently broken down. Then, it will be moving to Fort Klamath and Modoc Point. The second drill is going out to the Beatty/Bly area, and ODOT needs it after that.

New Business:

- The district has started on the letter to legislature, but would like to have more board involvement and feedback. The district will send the board members a draft of the letter and any questions for feedback before the next board meeting.

Employee Evaluations: See Attachment.

Public Comment: None.

Meeting is adjourned at 2:53 pm – Vice Chair Jolene Moxon.

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Minutes Approved as Written or Amended:

Ken Masten

KSWCD Chair

11-5-23

Date

David Cone

KSWCD Secretary/Treasurer

11/8/23

Date

Board members | Ken Masten, *Chairman*, Jolene Moxon, *Vice Chairman*, David Cone, *Treasurer/Secretary*,
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