



Klamath
Soil & Water
Conservation District

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

KSWCD BOARD MEETING MINUTES

April 12th, 2024

In Attendance:

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

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

Community/Agencies: Michelle Sharp/SBC, Julie Jespersen/SBC, Charles Dehlinger/Public

Meeting called to order at 12:30pm – Chairman Ken Masten

Agenda Additions/Changes: Approve David Kent's Letter of Resignation

Old Business:

- Approve March Minutes
- Approve March Financials

Motion 1: Motion to Approve March Minutes.

Motion: Miller

Second: Moxon

Discussion: None.

Vote: 5 Yes - Unanimous, Motion Passes

Motion 2: Motion to Approve David Kent's Letter of Resignation from his position of Director At Large 2 with the Klamath SWCD.

Motion: Kerns

Second: Miller

Discussion: All individuals present expressed their condolences and that David Kent would be missed.

Vote: 5 Yes - Unanimous, Motion Passes

Motion 3: Motion to Approve Charles Dehlinger for the position of Director At Large 2.

Motion: Miller

Second: Cone

Discussion: Charles Dehlinger took his oath of office. It was explained that his position would be up for election at the end of this year.

Vote: 5 Yes - Unanimous, Motion Passes

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Motion 4: Motion to Approve March Financials.

Motion: Cone

Second: Moxon

Discussion: David Cone raised a question about the Capacity Grant's overspending reflected on the Profit & Loss statement, and suggested spending more time and billing to project grants and watching Capacity spending levels. Will said this was the plan already.

Vote: 5 Yes - Unanimous, Motion Passes

Motion 5: Motion to send letters to landowners Tom Evans and Nick Trapper, who are delinquent on their No-Till drill bills, saying that if they are not paid within a week, their accounts will be sent to collections.

Motion: Moxon

Second: Cone

Discussion: None.

Vote: 5 Yes - Unanimous, Motion Passes

Motion 6: Motion to waive \$29 in interest for a landowner on the No-Till drill because they wrote the check for the incorrect amount.

Motion: Cone

Second: Moxon

Discussion: The board decided to just waive the interest fees instead of spending the time and effort to contact the landowner to bring in a new check..

Vote: 5 Yes - Unanimous, Motion Passes

Motion 7: Motion to Require landowners renting the No-Till Drill to pay a \$250 deposit prior to renting. This deposit will either be applied to their bill, or the balance will be refunded to the landowner if the full amount is not used. The board will send accounts that are over 90 days past due to collections from now on.

Motion: Moxon

Second: Cone

Discussion: The district has had issues with several landowners being delinquent on their No-Till Drill invoices, and it has taken a lot of time and effort to try and collect payments. The board decided requiring a deposit would be a good way to try and help mitigate these issues and ensure the district receives at least some kind of payment for drill rentals.

Vote: 5 Yes - Unanimous, Motion Passes

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Reports:

SBC Report: Michelle Sharp

Michelle presented the grant tracking sheet. Salaries, Wages & Benefits is approximately \$6,000 overspent for the Capacity Grant, with about \$33,000 remaining in total. However, the district will still continue to receive the set quarterly payments from ODA for the grant through June of 2025. There is approximately \$40,000 left in unrestricted funds currently. When the Algoma grant is closed out, this will provide an additional ~\$19,000 in unrestricted funds. Michelle also explained how SBC tracks the grants, and although the district does have \$1.9 million in projects, the majority of those funds are pass through funds and will not go to the district, only about \$200,000 of those funds will. Michelle also drafted a letter for sending past-due No-Till accounts to collections, which the board approved.

NRCS Report: Provided via email from Henry Robinson

The Forestry CIS has funded 2 landowners, and NRCS is working to get them an obligation in the next few weeks. The Irrigation CIS is funding 4-5 landowners, and NRCS is also working to get those contracts obligated. NRCS is expecting 3 new staff members in the upcoming months as well; 2 natural resource specialists and an ODFW partner position. They are also working on hiring a program assistant.

FSA Report: Laura Hall

The county is currently not in a drought. The FSA staff is working on cleaning up their records and staff training. There is no CRP Grasslands signup date that has been announced yet. With this program, landowners can graze and have cattle on their land; payments are limited to \$50,000 per year with no minimum acreage. These are 15 year contracts, with payments up to \$28 an acre, but if landowners will accept less it makes their application more competitive. The goal of this program is to incentivise private landowners not to overgraze their land.

ODA Report: Provided via email from Nina Caldwell

There will be a listening session hosted by ODA at the OCEAN Connect Conference next week in Sunriver. Also, beginning next quarter, ODA will be changing to 6-month reporting for the Capacity Grant instead of quarterly reporting.

District Staff Report: Will Natividad

The district is currently planning to expend all of the USFWS Cooperative Agreement funding this year, both the Instream Restoration and Juniper Removal funds. There is an OWEB NRCS Technical Assistance Grant due at the end of this month as well. The SWCD is also currently using BIL funding for NRCS support, both Will and Alex have been completing NRCS trainings.

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Will is still working on a way to put the HB2010 Juniper funding on the ground with all the current requirements and restrictions, but there has been information that there may be an additional \$40,000 in funding available for this bill.

Chair Report: Ken Masten

No updates to provide.

New Business:

SWCD Director Elections

Five of the seven positions on the board will be up for re-election this fall. The only two positions not up for election are Ken Masten, Chairman, Zone 2, and Earl Miller, Director, Zone 3, both terms end in 2026. The district will need to publish an announcement by the end of July with which positions will be up for election this year, to start serving January 1st, 2025. Any candidates will need to obtain a candidate packet and follow the process explained in that paperwork, which can be obtained in the SWCD office or directly from the ODA website.

Audit Status

Ken has not heard any updates from Robin, the CPA conducting the audit. He will reach out to her today for a status, as the audit is due at the end of May.

Bookkeeping & Payroll Services

Julie said that SBC would only be offering Oregon payroll going forward, this is what they have the expertise to do. According to the Status of Forces agreement, payroll and employment laws may or may not be the same for Hanna teleworking in Germany, depending on whether the SWCD is considered “government” or not. SBC is willing to stay on at least until the end of May before Hanna moves to Germany. SBC will require some sort of official letter stating that Hanna would remain an Oregon employee in order for them to continue providing payroll services. Otherwise, their contract would either need to be terminated or revised to not include payroll (only bookkeeping) at that point. In the meantime, Will said the district would do more research on this matter and come up with a more solid answer.

Manager Access to view bank account

SBC offered to print a check register weekly that could be shared with the district, so they could have a better idea of funding levels. The board agreed this would be the best option as opposed to granting any kind of access to the actual bank accounts.

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Equipment Rental Program

The board did approve a mandatory \$250 deposit, and new process for sending landowners to collections after 90 days. The current equipment rental program and process could use improvement. Due to Tom’s unpredictable schedule and Sam’s other work commitments, it can be hard to provide landowners accurate delivery timeframes which frustrates landowners. Sam also does not have experience with the drill and landowners frequently call with questions she is unable to answer, which is frustrating for both parties. The board agreed that drill phone calls, especially for frustrated or repeatedly calling landowners, can be forwarded to the manager and also Ken or Jolene to deal with. The No-Till program is still in the black, year to date, for profitability even if there was a net loss this past month. The board agreed it is a good service for the community and the program should be continued at this time.

Public Comment:

Meeting is adjourned at 2:49 pm – Chair Ken Masten.

Minutes Approved as Written or Amended:

KSWCD Chair **Date**

KSWCD Secretary/Treasurer **Date**

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