



Klamath  
Soil & Water  
Conservation District

541.883.6924 | 1945 Main Street, Suite 200 | Klamath Falls, Oregon 97601 | [www.klamathswcd.org](http://www.klamathswcd.org)

## **KSWCD BOARD MEETING MINUTES**

### **September 13th, 2023**

#### **In Attendance:**

**Board Members:** Earl Miller, David Cone, Jolene Moxon, Dave Kent, Ken Masten

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

**Community:** Nina Caldwell/ODA, Michelle Sharp/SBC

**Meeting called to order at 12:36pm – Chairman Ken Masten**

**Agenda Additions/Changes:** None.

#### **Old Business:**

- Approve August Financials
- Approve August Minutes

#### **Motion 1: Motion to Approve August Financials.**

**Motion:** Cone

**Second:** Miller

**Discussion:** Michelle will be putting grant advances into a Liability Account moving forward, so they are easier to keep track of and separate from District Admin funds.

**Vote:** 5 Yes - Unanimous, Motion Passes

#### **Motion 2: Motion to Approve August Minutes.**

**Motion:** Miller

**Second:** Moxon

**Discussion:** None.

**Vote:** 5 Yes - Unanimous, Motion Passes

#### **Motion 3: Motion to use the same accountant for the annual audit.**

**Motion:** Moxon

**Second:** Kent

**Discussion:** None.

**Vote:** 5 Yes - Unanimous, Motion Passes

#### **Motion 4: Motion to pay Chairman's expenses for attending annual OACD Conference.**

**Motion:** Moxon

**Second:** Cone

**Discussion:** None.

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



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**Vote: 5 Yes - Unanimous, Motion Passes**

**Motion 5: Approve the FY 2023-2024 Annual Work Plan and make any changes to align Budget.**

**Motion: Moxon**

**Second: Miller**

**Discussion: None.**

**Vote: 5 Yes - Unanimous, Motion Passes**

**Reports:**

**NRCS Report: Ali Moss**

NRCS has closed the CIS in Chiloquin and is no longer accepting applicants for this cycle. For the next round of funding, NRCS will be announcing the dates soon, but the application window is usually open in November for about 30 days. NRCS has also sent our deferral letters to landowners whose projects did not rank high enough to receive funding, with options to defer their applications or cancel them. Landowners can contact NRCS for more details on their ranking and for more information on the new ranking questions. Ali will also be leaving NRCS and joining USGS, so the local NRCS office will just be composed of the District Conservationist and Forester.

**FSA Report: Laura Hall**

There are no new FSA programs. Emily, long time Program Technician, has left for a teaching job. Hanna from the SWCD has been helping with CRP Grasslands signups. A very small portion of Klamath County is in a D2 drought still. Landowners can self-report their drought statuses online.

**ODA Report: Nina Caldwell**

The Klamath Headwaters Agricultural Water Quality Management Area Plan will need to be reviewed soon. The group is still needing some landowners from the Williamson area, and already has a large number of landowners from the Sprague area. The meeting will be held December 7th in room 219 at the Government Building downtown. The review for the Lost River AWQMAP will be coming up after the Klamath Headwaters review. For the new ÇAFO rules- the water limit will be for expanding or new practices, not current ones. A program specialist is available to come down and provide more information to the board if needed.

**SBC Report: Michelle Sharp**

The landowner with the overdue No-Till Drill bill has paid, and SBC removed interest charges from the bill as discussed at the last board meeting. SBC created a new Liabilities account to put

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grant advances in until they are expensed. The annual audit is going to be coming up soon, and SBC asked permission to use the same accountant as the district has used in the past, and this was approved.

**District Staff Report: Will Natividad**

The outstanding Gerber Grant has finally been closed. ODA waived the long-term management plan requirements and the remaining funding is on its way to the district, which is approximately \$33,000. The Grant Agreement for the 2023-2025 OWEB Capacity Grant was also signed today, so the district will be able to request funding from that grant soon. The funding for the two USFWS Partners Program grants has also become available. Hanna has been training and working more with the CREP Grasslands program to support FSA and NRCS. Hanna is also conducting monitoring at the Algoma site, and managing several other monitoring programs in coordination with OIT students. Alex has become primarily responsible for forestry and Juniper related projects. Sam has become responsible for all USFWS Restoration projects as well as continuing to provide administrative support. NRCS has proposed a partnership with the district that would most likely start next year, providing the district with funding for 1 FTE. The district is also looking at hiring an intern.

**Chair Report: Ken Masten**

The OACD Conference is coming up October 16-18th. Ken is planning on attending. One of the No-Till Drills broke down, and Ken ordered parts to repair it and delivered invoices to the district.

**New Business:**

- The district will need to conduct employee and district manager evaluations in accordance with the employee handbook before raises can be addressed. The district manager will complete written employee evaluations before the next meeting and provide them to the board. The board will conduct an evaluation of the district manager at the next meeting.

**Public Comment: None.**

**Meeting is adjourned at 3:32 pm – Chair Ken Masten**

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**Minutes Approved as Written or Amended:**

  
\_\_\_\_\_  
Date 10/11/23

**KSWCD Chair**

**Date**

  
\_\_\_\_\_  
Date 10/11/23

**KSWCD Secretary/Treasurer**

**Date**

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