

<b>Final Board Approval Date</b>	
<b>Board Secretary Signature</b>	

**MINUTES**  
**East Multnomah Soil and Water Conservation District Board Meeting**  
**Monday June 7, 2010, 6:00 PM**  
**Conservation Corner, 5211 N Williams Ave, Portland OR 97217**

<b>Attendance:</b>	
<b><u>Directors</u></b>	Rick Till, Vice Chair Dianna Pope, Secretary Bob Sallinger, Treasurer Ron McCarty Laura Masterson, Chair – by phone
<b><u>Associate Directors</u></b>	Anne Peterson
<b><u>Regrets/Excused</u></b>	Bob Sallinger
<b><u>Not attending/not excused</u></b>	
<b><u>Staff</u></b>	Jean Fike, Executive Director (ED) Lissa Adams, Finance and Grants Manager (FGM) Julie DiLeone, Conservation Technical Assistance Supervisor (CTA) Kathy Shearin, Sustainable Urban Landscapes Supervisor (SULS) Lisa Cohrs, Administrative Assistant (AA)
<b><u>Guests and Others</u></b>	Steve Fedje, Natural Resources Conservation Service (NRCS) District Conservationist (DC) John Sweeney, Member of the Public Denise Hansen, Award Recipient Dick Springer, District Manager West Multnomah Soil & Water Conservation District Brian Lightcap, West Multnomah SWCD Chair

<b>Agenda Item #1</b>	<b>Welcome, get refreshments</b>
Presenter	Till

Meeting called to order at 6:05PM by Rick Till.

<b>Agenda Item #2</b>	<b>Review/ revise agenda</b> <b>Review of previous action items</b> <b>Approval of May minutes</b> <b>Approval of final Budget Committee Meeting minutes</b>
Presenter	Till

No revisions requested for agenda.

Action items reviewed:

- Superfund restoration sites from Sallinger are not in yet
- District sent out tree policy
- Till went to TSCC hearing which went smoothly.

**Pope/Masterson motion to approve May 2010 Board of Directors Minutes as submitted. Passed unanimously. (Pope, Till, McCarty, Masterson)**

**Pope/Masterson motion to approve April 2010 Budget Committee Meeting Minutes as submitted. Passed unanimously. (Pope, Till, McCarty, Masterson)**

Introductions.

<b>Agenda Item #3</b>	<b>Public comment</b>
Presenter	Public

John Sweeney discussed HR 1975 Food & Safety act by FDA. Senate bill S510 is now moving forward. Request to suppress action because it may affect small organic farms in Oregon and raise food prices. The bill prescribes fertilizers which will knock out local and organic farms. He said that it is an attempt for corporate farms to take over the nation's food supply.

<b>Agenda Item #4</b>	<b>NRCS District Conservationist report</b>
Presenter	Fedje

Fedje updated Board on progress on a farm project in Corbett. They will be putting in pipe but it has been a bit delayed due to weather and soil conditions. He will be acting as Upper Willamette Team Leader starting next month for three months. Fedje will be living in Corvallis during that time.

<b>Agenda Item #6</b>	<b>Weed warrior 2009-2010 award presentation</b>
Presenter	DiLeone

Denise Hansen is presented with 2009-2010 Weed Warrior award. DiLeone reads a letter from Lynn Gibbons about how much Hansen has connected with crews from correctional facilities to do very hard work. Weed control would not have been as successful without her. Hansen said a few words in thanks.

<b>Agenda Item #5</b>	<b>WMSWCD biogas project</b>
Presenter	Lightcap

Packets handed out of what they've done on the project. They are looking for EMSWCD to help meet study cost of \$25k.

- Springer presents project with timeline.
  - Something will be built here in the next 5-10 years. Private sector will drive this, but there is an opportunity for Districts to take a leadership role as a facilitator, not necessarily financial, but to lend connections with the farm community and State Dept of Agriculture to discuss food waste, byproduct and manure. Methane capture, etc.
  - Jackson County and Lane County are both considering this seriously. Talking to everyone possible. Deadline for CREP funding is the end of the month. They are already involved. It's an interesting opportunity for renewable energy. Fedje, Fike, NW RC&D have all come to these meetings.
  - They have a consultant to work through feasibility study and Springer is in contact with the City.

Discussion about biogas project:

- The Tillamook project is discussed. It needs expensive updating but is up and running. One interest was in Sauvie Island, but not critical. Location is still up in the air.

- Various sources in waste stream are being looked at: manure, City is looking at sewer grease (maintenance and disposal), brewery waste, etc. is all very rich. Best feedstock source is unknown. Potential to have a composting facility side-by-side.
- The feasibility study is to look at what fits specifically in Portland. Portland is already shipping a lot of their food waste to other places. Carbon footprint should be considered. Feedstock is clarified as animal manure, straw from fields; bi-product is usually turned back into ground. Larger farms would have more, those are not located much within the city. Food processing facility would be a good connection and there are several in this side of the valley and they could share cost. Municipalities and their sewage treatment would be another option. Portland has a lot of volume.
- WMSWCD district would manage consultant (Alex) and otherwise are flexible with control. RFP would be needed. Metro has received a \$25k grant request. They could be financial manager since they are a key player in managing solid waste.
- Response timeline is stated for the end of the month for the CREP grant, but flexible otherwise.

Hansen- left the meeting at 6:40PM. She reminded the group that unskilled labor crews that are available to EMSWCD. Peterson seconded that being a great experience. Community service crews are at the disposal for non-profits and government organizations.

Follow-up Discussion:

- DiLeone discussed that Metro just did a study about food waste (that was part of the meeting packet). 2 main food processors that might make sense, but not much more info. New composting facilities are not being permitted in Davis, CA because of carbon pollution, so instead energy plants were created to deal with the issue.
- Pope said that Tillamook set up their plant because they had so much manure, they couldn't put it all back into the ground. There is a byproduct, added income, from selling bags of compost from that manure for them
- Masterson pointed out that Metro seems like they should be the lead since they are the solid waste folks. They have all the incentives to do something like this, if it is feasible, unless it has something with agricultural waste that they aren't as familiar with.
- Fike discussed the practicality of a small waste center versus a large one. A large one seems more useful to the overall goal.
- Pope would like more information about the overall issues this proposal would address.

***Decision made by the Board to forego initial request for funding until further discussion. Staff will keep Board up-to-date on any meetings and information. Board will reconsider in the next fiscal year if presented.***

Agenda Item #7	PIC Committee funding recommendations
Presenter	Till

- City of Gresham proposal brought up for discussion. Their proposal funded a staff position initially, but the PIC Committee requested that it be changed to support the project more than the position. Board was also uncomfortable funding a staff position. Ask was revised to 69% and the budget for staffing was much less, it is for two years. Gresham will need to fund most the staff position and the grant agreement would have measurable variables.
- Audubon Habitat Certification also brought up for discussion. Request that Audubon make it a more sustainable program, run by more volunteers, rather than staff to certify yards. No

synthetic pesticides as well, chemical-free for at least a year to get certification. Funding will not necessarily continue in the long term.

- Brief discussion of fish recovery in Multnomah Creek.

**Pope/Masterson motion to approve PIC Committee recommendations. Passed unanimously. (Pope, Masterson, Till, McCarty)**

<b>Agenda Item #8</b>	<b>District Led Funding request for \$10,000 toward statewide IMap project</b>
Presenter	DiLeone

- Oregon Invasive Species Council is a state-wide group. They found there are 50 databases statewide. The state tried to combine databases, but lost the staff position. It was a hard fit for ODA. Privacy was one of the issues.
- OISC has been taking to Oregon Natural Heritage Program to put together a database and asking all organizations to contribute. List of who has contributed. Adams and Fike looked at the budget and suggest they could give \$10k billed in this fiscal year. Funding for position is for several years.
- Natural Heritage will maintain the staff position. Board & staff like that the Council wants the Districts to be involved and set up in a way that the privacy of people is protected. West Multnomah is going to make a list of concerns to bring up for discussion. It will be a group effort. Fike worked for Heritage and they are very sensitive to data security concerns.

**Masterson/McCarty move to approve \$10,000 funding for IMap project. Passed unanimously. (Masterson, McCarty, Till, Pope)**

<b>Agenda Item #9</b>	<ul style="list-style-type: none"> <li>• <b>Update on community gardens support funding agreement now being finalized &amp; discuss any concerns.</b></li> <li>• <b>A Director will need to sign the document when it is ready (before June 30).</b></li> </ul>
Presenter	Fike

Update on Oregon Solutions document signing event at EMSWCD headquarters:

- Great event, well attended. District's commitment of \$50k for new gardens in EM very appreciated. Next step is to figure out how to get the money out to get the work done.

Fike requests that the Board authorize a signer.

- Brief discussion about managing these funds.
- Meeting set for Friday with Commissioner Nick Fish's staff to work out details of fund management.

**Pope/Masterson motion to approve that an available Director will review and sign the document for community gardens. Approved unanimously. (Masterson, Pope, Till, McCarty)**

<b>Agenda Item #10</b>	<p><b>Review changes made to budget since approval:</b></p> <ol style="list-style-type: none"> <li><b>1. Increased insurance costs based on new cost information from SDAO.</b></li> <li><b>2. Reduced Capital Improvements line to \$30,000 because two planned items will already have been completed this FY.</b></li> <li><b>3. Move \$100,000 from Contingency to District Led line in the Projects and Cost Share Fund.</b></li> </ol>
Presenter	Adams

- Additional rate information was received after the budget was approved on April 5, 2010. Insurance premiums increased more than anticipated. Overall approximately \$1,000 increase in benefits. 2) Reduce capital improvement line since projects expected for next year are being done this year- there is enough money budgeted in the capital improvements line for the current year to cover the work we anticipated doing next fiscal year. Reduced total from \$41,000 to \$30,000 for next year. Moved \$94,000k from General Fund-Contingency line (reduced to \$250,236) to Projects and Cost Share Fund-District Led Projects line (increased to \$194,000).
- ED Fike stated that she is more comfortable with decreasing contingency fund now that the District has been housed in this building for several years and has a better idea of its condition and possible repairs that might be needed in the future, and feels those funds would be better used for future program work.

<b>Agenda Item #11</b>	<b>Approve Resolution 2010-06-01 adopting the budget as revised, imposing and categorizing the tax and making appropriations</b>
Presenter	Adams

**Pope/Masterson move to approve Resolution 2010-06-01 adopting the budget as revised. Unanimously approved. Till will sign in absence of Masterson. (Masterson, Till, Pope, McCarty)**

<b>Agenda Item #12</b>	<b>Treasurer's report</b>
Presenter	Adams

The District continues to be in excellent financial position and FGM Adams had nothing out of the ordinary to report. Director Pope asked if there had been any update to the cash on hand estimated at the last budget meeting. FGM Adams replied that cash on hand continues to be difficult to estimate, and that the current amount in the budget appears to be the best estimate for now. True cash on hand will not be determined until the final audited financial statements are available in late Fall.

<b>Agenda Item #13</b>	<b>Announcements and reminders</b>
Presenter	All

Next meeting and annual meeting cookout date- Thursday August 12<sup>th</sup> or 19<sup>th</sup>.

- Inviting partners and neighborhood. Fike got the elections packet from ODA. Pope- signatures are needed by August 29<sup>th</sup> (?). Pope and McCarty are up for re-election.

**Action:** Lisa mail copies to Pope & McCarty, Board follows up with Jean about date for annual meeting.

<b>Agenda Item #14</b>	<b>Review action items, Adjourn</b>
Presenter	Fike

**Review of action items:**

- Sending out elections info
- Go to biogas meetings
- Feedback from Board on Annual Meeting dates

**Till adjourned meeting at 7:30PM.**