

**South Fork John Day Watershed Council
Meeting Agenda
April 10th, 2023
1:00 pm, Izee Schoolhouse**

Called to order at 1:01 by Joanne Keerins.

Attending:

Amy Stiner, SFJDWC	Hannah Latzo, SFJDWC	Lindsay Bullock, SFJDWC
Phil St. Clair, Vice Chair	Jeff Maben, Director	*Jim Dovenburg, Director
*Aaron Roth, NRCS	Joanne Keerins, Chair	Scott Hess, Director

*Remote attendee

Quorum was present with 5 of 7 directors in attendance.

1. Public Comment

- a. No Public Comment.

2. Agency Reports

- a. Updates from attending agencies.
 - i. Aaron Roth, NRCS: 54 applications for two projects they will be going through in the next couple of months. A couple offers out to job candidates for the forester and soil conservation positions; hopefully good news on that next meeting. Final contracts for RCPP are going out and the RFP for archeology survey. The Natural Resources Fair is coming up on the 18th at the Fairgrounds.

3. Action Items

- a. Staff Reimbursement Request – Phil motioned to approve, Scott seconded, no discussion, approved unanimously.
- b. March Meeting Minutes – Phil motioned to approve, Jeff seconded, no discussion, approved unanimously.
- c. March Staff Time – Phil motioned to approve, Jeff seconded, no discussion, approved unanimously.
- d. **Bank of Eastern Oregon Line of Credit – We are working on accruing administrative funds through our grants, but funding sources take time, so we are looking for a line of credit for certain circumstances. \$15,000 will guarantee payroll if we need to utilize it. We will need IRS form 990 from 2020-2022, 2 signees designated, a loan fee of \$200. After discussion, the amount of credit was increased to \$20,000, and since Amy and Joanne are currently signees on record, they will remain signees for the line of credit. Phil St. Clair motioned to approve a line of credit at BEO for \$20,000 with Amy Stiner and Joanne Keerins as signees, and Jeff Maben seconded the motion. The motion was approved unanimously.**
- e. Pickup purchase/rental – Discussion held over the options of renting a pickup for the summer for the summer technician, vs buying a second pickup for the council. Looking at up to \$6000 to rent something. Council leans toward putting that money toward purchasing a vehicle rather than renting. After discussion, the council’s consensus is for Amy to look for trucks to purchase and update the council via email, after which an email motion can be held if needed.
- f. Trailer Purchase – The council needs a trailer to haul the side by side. Cost estimate of \$4000. Scott motioned to approve, Phil seconded, no discussion, approved unanimously.
- g. Rent space to store – Hillcrest Street storage unit has bays for storage at \$100 a month, but we can store the trailer, side by side, and pickup, as well as other equipment. Alternate idea is to move the office: our credit for remodeling the office is going to run out soon and rent will double; we could find a house/office to rent or buy with living space for employee or intern and space for storage. After discussion, Scott motioned to approve 6 months of storage bay rental while we look at other options; Phil seconded, and the motion passed unanimously.

- h. Housing for Summer Technician: We are working on finding housing for new hire Madeline. If stick-built housing is unavailable, she will stay in a camper – various campsites are available.

4. Staff Report

a. Grant Applications

- i. OWEB - Council Capacity
- ii. SFJDW Monitoring – Bella Vista Foundation
- iii. ODFW Screening & Passage Program – Widows Ck Diversions
- iv. Murderers Creek Habitat Restoration Phase II
- v. Battle Creek Juniper & Springs - OWEB
- vi. High Izee Upland Restoration - OWEB
- vii. BLM Water Development Updates – OWEB
- viii. Corral Creek Upland Habitat – OWEB

b. Education & Outreach

- i. Dayville Easter Egg Hunt – April 8th – set up a table and had a great time being part of the festivities.
- ii. Grant County Natural Resource Fair – April 18th – we will have a booth and be part of the 2nd annual fair.

5. Discussion

- a. Summer Internship – Amy went over the long list of projects on Madeline’s schedule for the summer.
- b. Northwest Youth Corp – The month of May will see 4 NYC employees clearing juniper across various sites on the South Fork and then planting and caging aspen and hardwood under the supervision of Mel Leckenby who we hired on to oversee.

6. Coming Up

- a. 4/18/2023: Grant County Natural Resource Fair
- b. 4/19/2023: OWEB Fiscal & Small Grant Training
- c. 4/25 – 4/26/2023: OWEB Meeting
- d. 5/01/2023: OWEB Grant Deadline
- e. 5/01 – 5/18/2023: Northwest Youth Corp

7. Adjourn 2:31 p.m. Next meeting date: Monday, May 8th, 2023.