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# Minutes of the **Columbia SWCD Board of Directors** Meeting March 20, 2024

**Directors Present:** 

Debra Brimacombe, Vice Chair Bill Eagle, Secretary Jason Busch (Zoom) Jeff VanNatta

**SWCD Staff:** 

Malyssa Legg, District Manager

**Associate Directors:** 

Barbara Travis

**Public:** 

Duane Meissner Claudia Eagle Emelia Reardon

**Natural Resources Conservation Service** (NRCS):

Hannah Isaacs, District Conservationist

#### CALL TO ORDER OF REGULAR BOARD MEETING via Zoom: 4:01 PM

**Prior Month's Minutes:** Motion VanNatta/Eagle to approve the Minutes from 02-21-24. Approved Motion passed by unanimous vote.

Financial Report: Motion Eagle/Freytag to accept the Financial Reports from 02-29-24. Approved Motion passed by unanimous vote.

Bills to Pay: Motion Eagle/ VanNatta approve to pay the bills. Approved Motion passed by unanimous vote.

<b>GRANT</b> \$0.00
\$0.00
Ψ0.00
\$1,120.50
\$0.00
\$13,366.25
\$13,366.25
9

### PUBLIC COMMENT

Duane talked about how Scappoose has gone from rural to urban and worried young people are nature

deprived. Is looking for backyard habitat projects. Malyssa discussed how that is something the staff has been talking about and what we need to implement. We just purchased a greenhouse. Jeff commented on having approved plant lists for different disciplines (pollinator, etc. Deb talked about trying to get folks in to learn about backyard habitats and more.

#### **REPORTS**

- **(NRCS):** Hannah talked about State of Oregon water right issues. Will pass on more information as it comes out.
- <u>(LCRWC):</u> Jeff talked about Apiary and KC spoke with the Road Master who was waiting on Corpse of Engineers who say they are waiting on the County. He will be Calling Margaret Magruder. Discussed Little Clatskanie.
- **(SBWC):**Barb mentioned that Rachell is doing a great job, and the council likes what is happening.

#### **OLD BUSINESS**

- <u>April Meeting:</u> Malyssa would like to cancel the April meeting because it is during the Connect Conference. <u>Motion VanNatta/Eagle</u> to cancel the April board meeting. <u>Approved Motion passed by unanimous vote</u>.
- Annual Work Plan: Malyssa presented the board with the draft Annual Work Plan at the February meeting to review. Motion VanNatta/Freytag to approve Annual Work plan for 2024/2025 Approved Motion passed by unanimous vote.

## **NEW BUSINESS**

- **Salary Chart:** Malyssa presented to the board a new salary chart for 2024/2025. The only change was a 7<sup>th</sup> range was added and all steps are \$2,000. **Motion Eagle/VanNatta** to approve new salary chart. **Approved Motion passed by unanimous vote.**
- **Step Increase + 3 % COLA**: Malyssa asked for approval from the board for step increases and 3 % COLA to start 07/01/24 with the new budget. **Motion Eagle/VanNatta** to approve step increases and 3% COLA **Approved Motion passed by unanimous vote.**
- IT Surplus: We have a bunch of old laptops that still work, they were just older and slower and needed to be upgraded for employees. Employees are interested in purchasing them. Malyssa asked for approval to do an employee auction and donate whatever is not claimed. Motion Eagle/VanNatta approve to do auction and donation. Approved Motion passed by unanimous vote.
- **Door Policy:** Board was presented with a Front Door Policy to help make sure everyone is on the same page of when the door needs to be unlocked etc. **Motion Eagle/VanNatta** to approve Front Door Policy. **Approved Motion passed by unanimous vote.**
- Contract: Sound Native Plants Weed Control contract for \$35,000 04/01/24 06/01/25.
  Motion VanNatta/Freytag to approve contract. Approved Motion passed by unanimous vote.

#### **BOARD REPORTS**

• Deb discussed volunteer projects. Booth at Earth Day celebration. We will be doing the fair again this year. Salmon Festival in Vernonia. Kiwanis Parade. Chief Concomly Historic Recognition.

**Motion Eagle/Freytag** to adjourn the meeting. **Approved Motion passed by unanimous vote.** *MEETING ADJOURNED AT 5:00 PM* 

Respectfully Submitted by: Malyssa Legg

Malyssa Legg, District Manager