



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

KSWCD BOARD MEETING MINUTES December 6, 2024

In Attendance:

Board Members:

Present: Charles Dehlinger, David Cone, Ken Masten, E. Martin Kerns, Earl Miller, Jolene Robison

Absent: none

Quorum present? Yes

District Staff: Will Natividad/DM, Misty Buckley

Community/Agencies: FSA

Other: n/a

Proceedings:

Meeting called to order: 1:33 pm – Ken Masten

Agenda Additions/Changes: Introductions preceded business.

Old Business:

- Approve Financials for September 2024 - David Cone motioned to approve the September 2024 financial reports. Earl Miller seconded this motion. The motion passed unanimously.
- Approve Financials for October 2024 - David Cone motioned to approve the October 2024 financial reports. Martin Kerns seconded this motion. Charles Dehlinger abstained as he had not been at the meeting where these reports were presented. The motion passed.
- Approve Financials for November 2024 - The November reconciliations were sent this same day but the full financial reports were not yet available; thus approval of November 2024 financial reports was postponed.
- Approve Minutes for October 2024 - Earl Miller motioned to approve the October 2024 minutes. David Cone seconded this motion. The motion passed unanimously.
- Approve Minutes for November 2024 Regular Meeting - Postponed to allow additional time for Board review.
- Approve Minutes for November 2024 Special Meeting - Postponed to allow additional time for Board review.

Reports:

- **FSA Report: Kenadee Dirk**
NAP deadline was 11/30/24.

Board members | Ken Masten, *Chairman*, Jolene Robison, *Vice Chairman*, David Cone, *Treasurer/Secretary*, Martin Kerns, *Director*, Charles Dehlinger, *Director*, Earl Miller, *Director*

Staff | Will Natividad, *District Manager*, Misty Buckley, *Admin Assistant*, Sunday Tinsley, *Project Manager*



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- **District Manager Report: Will Natividad**

KSWCD is handling the mailing of certified letters for NRCS. This is a large volume of certified mail. We continue to integrate our duties with those of NRCS and expand our services.

The Hankins project is complete and the Hankins' brought a lot of experience to the project.

We are working on the application process for a new funding opportunity for community wildfire defense.

CWMA and noxious weed project work continues. The iNaturalist app integrates with this work and can help with public crowd-sourced identification of noxious weed infestations. Ken Masten inquired about thistle control in organic fields. Multiple members discussed interest in biological controls of various noxious weeds.

- **Chair Report: Ken Masten**

Ken Masten's term on the Groundwater Advisory Committee (GWAC) has expired; Dave Noble has been appointed into that position.

Discussion of purchasing needs & protocols - Ken Masten inquired why we need to purchase high dollar values of supplies with the credit cards. Will responded that typical past projects didn't require significant supplies to be purchased by KSWCD; typically the contractors are making the big purchases. However, one particular grant project requires monitoring instruments to be purchased. The process to purchase those supplies with an invoicing method would involve completing a credit application with SBC's assistance and the vendor would then review and approve or deny the application and then, with approval, the purchase could occur via an invoicing method. However, the project involves coordination with other partners and the specific details of what needs to be purchased is dependent upon how many monitoring sites will be selected, furthermore the work is weather-dependent so the time delay that purchasing by invoice would involve is not the most feasible option for this specific project. Will has discussed a possible protocol with Julie for situations such as this and that will be presented for formal discussion and adoption. David Cone motioned to increase the credit limit on Ken Masten's card to \$10,000 to allow for this purchase. Martin Kerns seconded the motion. Discussion followed regarding asset tracking & inventory controls. Discussion of terminology regarding equipment vs supplies as it pertains to financial definitions as opposed to common use. The motion passed unanimously.



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New Business:

Basin Ag News: Basin Ag News is a monthly news segment, published by and included within the Herald & News newspaper. It is also available online, in front of the paywall (in other words, free to view). KSWCD outreach and community visibility efforts will include Basin Ag News and events such as the Klamath Bull Sale and the Klamath County Fair, as well as increased posting on the KSWCD Facebook page. Misty commented that the Board members could help with Basin Ag News distribution efforts by word of mouth or by inquiring if stores they frequent would display a few copies of Basin Ag News for customers who are not Herald & News subscribers and wouldn't otherwise directly receive the publication.

Umpqua Bank signers: Misty reported that she went into Umpqua Bank to obtain their requirements for updating the signatories; the information she was given in person differed from the information she was given via email. Consensus was that Board action would likely be required. This will be placed on the January agenda. Misty distributed the customer information form provided by the bank to those who would be new signers.

Review of intent to re-visit no till drill program suspension: The plan is to take the vehicle, the no-till drill, and the aerator to the Deupree Auction which is to occur on April 19, 2025 for public disposal. Any proceeds can be evaluated for possible purchase of newer equipment and program re-evaluation will need to occur to better plan for maintenance and repair expenses. Discussion occurred that the equipment is utilized by many people each year and as such the useful life is less than what it would be if the equipment was only used by one operation. Also a meter should be utilized to mitigate differences between acreage requested for use vs acreage renters paid. Accurate acreage usage would be relevant for depreciation planning as well as for impact reporting purposes. Consensus is the availability of the drill is a major service to the community. Misty is to gather more information from Stan Deupree regarding commission cost estimates and consignment process for future Board action.

David Cone is willing to be re-appointed but does not wish to continue in the role of Secretary or Treasurer.

Will reported that he spoke with Molatore (the accounting firm) and they were iffy in their ability to provide the audit report in time for the January meeting which has previously been the Annual Meeting date. Earl Miller recalled that we used to have a dinner meeting for the Annual Meeting, with spouses and guest speakers; this idea was supported but additional planning time would be needed. The February 12, 2025 meeting date was selected to change to an evening time.



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Future training topics: The SDAO Annual Conference is Feb 6-9 in Bend; Misty will send the link out after the meeting. Ken Masten received an email offering a complimentary registration; Charles Dehlinger expressed interest in attending. David Cone motioned to complete registration and lodging for Charles Dehlinger; Earl Miller seconded this motion. The motion passed unanimously. Eric Nusbaum offered training opportunities when he was here in November; Misty will contact him for possibly attending our March meeting date to provide training concurrently.

Misty reported that our website hosting provider, Streamline, will be changing what packages they offer and the price points. There are new ADA accessibility requirements and these will be facilitated by Streamline. Price increases will take effect July 1, 2025 and are dependent upon annual operating revenue. Misty will gather information about the cost of subscriptions we currently utilize and how those may integrate with increased offerings by Streamline and if there may be an opportunity for cost savings. Misty asked Board members to review the website and let her know if they would like to suggest additions or other changes as it is easy to do.

Ken Masten thanked Martin Kerns for his 41 years of service to the Board.

Public Comment:

None.

Next regular meeting is January 8, 2025 at 12:30 pm.

Meeting is adjourned at 3:17 pm – Ken Masten