



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**

**February 8, 2023**

### **In Attendance:**

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

**District Staff:** Will Natividad/DM, Alex Sharp/PM, Sam Fletcher/AA

**Community:** Michelle Sharp/SBC, Nina Andrews/ODA, Damon Brosnan/ NRCS

**Meeting called to order at 12:40pm – Chairman Ken Masten**

### **Agenda Additions/Changes:**

- Add approve financials from December
- Add Approval of Financial Policy
- Add Approval of Audit Report
- Add Approval for purchase of desktops and office chair
- Modify employment manual

### **Old Business:**

- File Financials for January 2023
- Approve Minutes from January 2023
- Approve Financials from December 2022
- Financial Policy

### **Motion 1: Move to Approve December 15<sup>th</sup>, 2022 Financials.**

**Motion:** Cone

**Second:** Moxon

**Discussion:** Cone discussed that the total income was more than budgeted and that the budget needs to be raised for next year's audit.

**Vote:** 4 Yes - Unanimous, Motion Passes

### **Motion 2: Move to Approve January Financials.**

**Motion:** Cone

**Second:** Moxon

**Discussion:** Cone asked where \$100,000 came from and went to, Michelle said she moved it to the money market to collect interest.

**Vote:** 4 Yes - Unanimous, Motion Passes

### **Financial Report:**

The district has managed to under budget the total income for the district and so there are currently more funds present in the account than was originally thought to be. The district will be buying out new employee, Sam Fletcher's, contract which will save money in the long run.

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

**Staff** | Will Natividad, *District Manager*, Alex Sharp, *Project Manager*, Sam Fletcher, *Administrative Assistant*



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

**Motion 8: Move to buy out Sam's contract with Express and hire as regular employee.**

**Motion: Moxon**

**Second: Kent**

**Discussion: Will explained since Sam is a contractor, she can't have a district card, or various accounts and logins required for admin work here. SWCD currently pays over \$28/hour to Express for her, and buying out the contract and hiring her would save the district money in the long run.**

**Vote: 4 Yes – Unanimous, Motion Passes**

**Motion 9: Move to approve a \$3,000 budget for new computers and an office chair.**

**Motion: Moxon**

**Second: Cone**

**Discussion: The district needs new computers for recently hired employees and an additional office chair.**

**Vote: 4 Yes – Unanimous, Motion Passes**

**Motion 10: Move to reschedule the April Board Meeting to the 11<sup>th</sup>.**

**Motion: Moxon**

**Second: Cone**

**Discussion: Moxon will be unavailable for the original meeting date and so the board decided to move the meeting to a different day.**

**Vote: 4 Yes – Unanimous, Motion Passes**

### **Reports:**

#### **FSA Report: Laura Hall**

No updates; livestock programs are due in January. Laura will be working with KSWCD to do independent assessments of grazing program for crop insurance. They have received more interest in conservation programs.

#### **NRCS Report: Josh Elke is sick, Damon Brosnan spoke on behalf of NRCS**

Attended KID meeting, discussed how collaboration with different groups is key to success. Due to the Inflation Reduction Act that was passed, NRCS will receive an additional \$20-\$25 million dollars this next year. They will be announcing a CSP around the 14<sup>th</sup> of March for cost sharing and management programs.

#### **FSA Report: Laura Hall**

The FSA is wrapping up current livestock programs. They do have two new programs; an emergency relief program for drought-related losses in 2020 and 2021, and also a pandemic

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

**Staff** | Will Natividad, *District Manager*, Alex Sharp, *Project Manager*, Sam Fletcher, *Administrative Assistant*



Klamath  
Soil & Water  
Conservation District

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

**Minutes Approved as Written or Amended:**

Ken Masten 4-11-23  
KSWCD Chair Date

David Cone 4/11/23  
KSWCD Secretary/Treasurer Date

FINAL

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

**Staff** | Will Natividad, *District Manager*, Alex Sharp, *Project Manager*, Sam Fletcher, *Administrative Assistant*