

Sherman County Soil and Water Conservation District

MEETING MINUTES

October 14, 2025

8:30 AM

Virtual Meeting

Board Present

Jess Stutzman
Josh Hilderbrand
Nick von Borstel

Others Present

Amanda Whitman, District Manager
Marylou Martin, Office Assistant
Taylor Bullock, Watershed Technician/Coordinator
Joan Bird, County Commissioner

I. ORDER

Meeting was called to order at 8:35 am by chairman, Jess Stutzman

II. REVIEW/ADDITIONS TO AGENDA

Addition: Watershed Education Grant application

III. MINUTES

Nick moved to approve the minutes from the September 9th, 2025 meeting and Josh seconded. Motion passed unanimously. Nick moved to approve the minutes from the September 15th Special Meeting and Josh seconded. Motion passed unanimously.

IV. GUESTS/PUBLIC COMMENT

None

V. TREASURERS REPORT

Financials for August-September were presented. Bank statements for September were reviewed. Amanda talked about meeting with the new bookkeeper last week. Nick moved to approve the bills/financials as presented and Josh seconded. Motion passed unanimously.

VI. STAFF UPDATES

- District Manager – See attached
 - SIA
 - Monitoring Plan meeting – Oct. 17th
 - Lower John Day Ag Water Quality report
 - Attended LAC Meeting Oct 1st
 - Worked on getting documentation to auditors
 - Waiting for final

*Documents/attachments mentioned in minutes can be obtained by request

- Attended Lower John Day Working Group meeting
- Weekly Staff Meetings
- Received Small Grant Team 15 grant for team leader (~\$20k)
 - Working on scheduling team meeting
- Plotter was delivered

- Office Assistant—See attached
 - a. Community Outreach
 - Streamline Website & Facebook
 - b. Education Outreach (CAP)
 - NACD poster contest grades K-12 including Homeschool
 - Sherman School grades K-5 (137 kids)
 - Habitat activities
 - STEP
 - 2nd grade field trip to Bill Todd
 - Homeschool (12 kids)
 - Habitat activities
 - STEP
 - Grants
 - Received Ford Foundation, waiting for PBUs
 - 3 grants pending: Roundhouse, Gray, Autzen

- Watershed Technician—See Attached
 - a. CCS
 - 6 field visits for technical assistance
 - 3 Applications
 - 3 Certification checks
 - b. Outreach
 - Assisted with 2nd grade field trip to Bill Todd
 - Homeschool lesson habitats
 - School habitat activities
 - c. Conferences
 - Attended the OACD conference in Pendleton
 - d. Other
 - Attended a beaver dam analog training in September, received JAA from NRCS
 - e. Conferences
 - Attended the OWEB Board meeting

VII. ACTION ITEMS

- A. Personnel
 - a. Vacant Position

*Documents/attachments mentioned in minutes can be obtained by request

- i. Amanda updated the job description
- ii. Position will be advertised when government shutdown is over
- iii. Someone contacted Amanda who is interested in the position and plans on sending in a resume

B. County Cost Share

a. 1 new application

- i. Haul road—pictures and maps were presented. Total cost is \$11,452.24 for 5,402 feet. SWCD 75% cost share is \$8,589.18. Josh moved to approve and Nick seconded. Motion passed unanimously.

C. OACD Elections

D. Watershed Education Grant

- a. 1 new application from Mrs. Wambold to take her 4th grade class on a field trip to the Sherman County Museum. Total cost for SWCD is \$146.25. Nick moved to approve the grant for the 4th grade field trip and Josh seconded. Motion passed unanimously.

VIII. AGENCY REPORTS

None

IX. OTHER BUSINESS

Checks need to be signed

X. NEXT MEETING

Next meeting is November 12th at 8:30 am in the USDA Service Center conference room.

XI. ADJOURNMENT

With no further business the board meeting was adjourned at 9:06 am.

Respectfully,

Nick von Borstel, Secretary

Approved by the Board of Directors November 12, 2025:

Jess Stutzman, Chair

*Documents/attachments mentioned in minutes can be obtained by request