**Ash Creek Water Control District**

Board Meeting – **April 3, 2025**

Board meeting **begins at 6:30 PM**

The meeting will be an in-person event held at Indy Commons.

Zoom will also be available: https://us06web.zoom.us/j/82158510794

The regular agenda will be set aside for this meeting and will be replaced by a training in Board Rules & Responsibilities, and “What is a Special District,” presented by SDAO.

Documents following include:

1. Financial recap of latest information available from institutions
2. Board of Directors, Positions & Terms. For the May 2025 election, 2 positions (BOD #8 and #9) will be open for write-ins; no candidates have been filed
3. Content/Links for electronic correspondence received since last meeting from WHA, SDAO, LCWCD
4. *WHA sent a packet on filing a budget, in advance of what would be budget season for ACWCD. However, ACWCD files a biennial (every 2 years) budget, so does not have to present or file a budget until 2026.*
5. Draft of MOA re Regional Collaboration for Preservation and Protection of Watershed Health
6. Original 4-3-25 agenda, being deferred to May meeting
7. Minutes from March meeting, approval potentially deferred to May meeting

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| **Financial Reports for Ash Creek Water Control District for 4-3-2025 meeting** | | | |  |
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| **Pioneer Trust Bank 2025** |  |  |  |  |
|  | **Date** | **Credit** | **Debit** | **Running Balance** |
| Beginning Balance | 1/1/2025 |  |  | $ 5,950.93 |
| Ascension Accounting | 1/2/2025 |  | $ 249.67 | $ 5,701.26 |
| Ascension Accounting | 1/3/2025 |  | $ 54.00 | $ 5,647.26 |
| Xfer from LGIP | 1/14/2025 | $ 5,000.00 |  | $ 10,647.26 |
| 2338, Streaming Annual | 1/10/2025 |  | $ 1,260.00 | $ 9,387.26 |
| 2339, Marilyn Morton | 1/8/2025 |  | $ 200.00 | $ 9,187.26 |
| 2340, SDIS Annual | 1/10/2025 |  | $ 2,780.00 | $ 6,407.26 |
| Interest | 1/31/2025 | $ 3.63 |  | **$ 6,410.89** |
| ACH, Ascension Accounting | 2/5/2025 |  | $ 161.33 | $ 6,249.56 |
| 2341, Marilyn Morton fee | 2/6/2025 |  | $ 200.00 | $ 6,049.56 |
| 2342, Indy Commons space rental | 2/6/2025 |  | $ 30.00 | $ 6,019.56 |
| 2343, Or Sec'ty State Business renew | 2/24/2025 |  | $ 40.00 | $ 5,979.56 |
| Interest earned | 2/28/2025 | $ 3.06 |  | $ 5,982.62 |
| ACH, Ascension Accounting 10017 | 3/4/2025 |  | $ 465.23 | $ 5,517.39 |
| ACH, Ascension Accounting 10038 | 3/4/2025 |  | $ 54.00 | $ 5,463.39 |
| 2344, Marilyn Morton fee | 3/5/2025 |  | $ 200.00 | $ 5,263.39 |
| 2346, Indy Commons space rental | 3/6/2025 |  | $ 30.00 | **$ 5,233.39** |
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| **LGIP - State of Oregon, through 2024** |  |  |  |  |
|  | **Date** | **Credit** | **Debit** | **Running Balance** |
| Beginning Balance | 1/1/2025 |  |  | $ 530,840.29 |
| Polk County Treasury, Tax | 1/8/2025 | $ 847.02 |  | $ 531,687.31 |
| Debits, Transfer to checking | 1/14/2025 |  | $ 5,000.00 | $ 526,687.31 |
| Polk County Treasury, Tax | 2/3/2025 | $ 2,125.01 |  | **$ 528,812.32** |
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| **LGIP Prepaid Visa Card,205** |  |  |  |  |
|  | **Date** | **Credit** | **Debit** | **Running Balance** |
| Beginning Balance | 1/1/2025 |  |  | $ 247.26 |
| Debits, none to date |  |  |  | $ 247.26 |
| Credits, none to date |  |  |  | **$ 247.26** |
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**Board of Directors, Positions & Terms**

Mailing Address & Phone Number for all Directors:

PO Box 81, Independence, OR 97351

503 779-9869

**Director #1**

Tom Wilson

Term: 2027

Email: director1@ashcreekwcd.com

**Director #2**

Emmanuel Goicochea

Term expires: 2027

Email: director2@ashcreekwcd.com

**Director #3**

Madeline Fisher

Term expires: 2027

Email: director3@ashcreekwcd.com

**Director #4**

Molly Barbano

Term expires: 2026

Email: director4@ashcreekwcd.com

**Director #5**

Brooke Getty

Term expires: 2027

Email: director5@ashcreekwcd.com

**Director #6**

Ed Matteo

Term expires: 2027

Email: director6@ashcreekwcd.com

**Director #7**

Mancil Russell

Term expires: 2025

Email: director7@ashcreekwcd.com

**Director #8: Position Vacant**

**Director #9**

Andrea Melendy

Term expires: 2025

Email: director9@ashcreekwcd.com

**Content/Links for electronic correspondence:**

**From: Suzanne Teller <**[**lwc@mg2.lglcrm.net**](mailto:lwc@mg2.lglcrm.net)**>**Date: Mon, Mar 10, 2025 at 2:53 PM  
Subject: Friends of Gentle Woods mulching activity on March 29!  
To: <[central.lions.m.i@gmail.com](mailto:central.lions.m.i@gmail.com)>

Dear Dori,

It's time for another volunteer restoration day at Gentle Woods Park! On Saturday, March 29 (9 to 11am), we are inviting all interested volunteers to gather at Gentle Woods Park to spread mulch around the young trees that were just planted on March 1. The mulch will help suppress weeds and protect the soil from moisture loss during the summer months. [Click here to sign up](https://www.luckiamutelwc.org/friends-of-gentle-woods.html) and feel free to spread the word if you know of others who might be interested in joining us.

Thank you so much and please don't hesitate to reach out with any questions!

-Suzanne



**From SDAO:**

<https://www.magnetmail.net/actions/email_web_version.cfm?ep=WR3zYkspt41BnMmEPt_H_dAwjixEfcDBGW2qLaDnmOixnBr5SHUgPliuweQY6dhGqnkJfjRg3kggC_fJj18NBxTFCxl0m3lVQBQlRAuv-5PvGQlwolxaJTQaZAymrs82>

<https://www.magnetmail.net/actions/email_web_version.cfm?ep=WR3zYkspt41BnMmEPt_H_dAwjixEfcDBGW2qLaDnmOhn61yui3cw5Nft_WMSsI_Jv3dJ2-FtaMA1lzIBbdkjkkuf20TnnqZhWYkYiNGvKF3dbfj7eVDqDL93iX1F-PtU>

<https://www.magnetmail.net/actions/email_web_version.cfm?ep=WR3zYkspt41BnMmEPt_H_dAwjixEfcDBGW2qLaDnmOjdStmiZ58ZrdnMzj_fkHZ12qSQtU2XcOyEYLt7Mz_fMwvVDKybhsQoTLRdUYFZp9Z0hiTGfm48kfAe8Ur283aX>

https://www.magnetmail.net/actions/email\_web\_version.cfm?ep=WR3zYkspt41BnMmEPt\_H\_dAwjixEfcDBGW2qLaDnmOhhbTg9a95-mJgXwooJuhizyAGaukbmsKmlXVai-e787uAAm6iMwsPN6jurnKoKEDWZMKAKC44BiU3ax\_01K0Z4

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**WHA Budget Letter Memo**

I hope this email finds you well. As we gear up for the upcoming budget cycle, we understand the importance of accurately planning and budgeting for insurance premiums. To assist you with this process, we have prepared a budget letter which is attached to this email.

Please note that the information provided in the budget letter outlines general trends and average estimates based on our analysis and industry insights. While these figures can serve as a helpful starting point, each district's circumstances may vary significantly.

Factors such as exposure increases, changes in payroll, previous losses, property appraisals and other specific considerations unique to your district’s situation must be considered when developing your budget for insurance premiums. Therefore, we highly recommend that you carefully review the attached budget letter alongside your district's individual circumstances.

If you have any questions, please do not hesitate to reach out to your WHA team.

Thank you for entrusting us with your insurance and risk management needs. We look forward to continuing to serve you and your district.

Best regards,

Jealica Bomberger

Public Entities Account Manager

WHA Insurance

[jbomberger@whainsurance.com](mailto:jbomberger@whainsurance.com), [www.WHAINSURANCE.com](http://www.WHAINSURANCE.com)

800 852-6140, 541 284-5147

MEMORANDUM OF UNDERSTANDING

Mid-Willamette West Waterway Partnership (GROUP NAME???)

 (Regional Collaboration for Preservation and Protection of Watershed Health)

Mission: To provide useful information to residents of the region’s community members that demonstrates the importance of protecting local waterways for the beneficial uses of all residents. The partners of the [Name of the group] believe that clean, healthy streams help support thriving, healthy communities. Watershed health is achieved by the actions and behaviors of an engaged population. We will work together to create a positive, impactful experience that will drive environmentally sound practices within our communities.

Goal: The goal of this collaborative effort is to demonstrate that a unified regional voice

can effectively share environmental messaging, reaching a broader audience than individual efforts alone. The [Name of the group] will focus on sharing resources to develop and promote public events that educate community members about local water resources and how to protect them. Resources may include such as: staff time, tools, equipment, technical expertise, participation, funding, or other support.

Partners: Local governments, watershed councils, and special districts are encouraged to join this collaborative effort to help build strong, lasting relationships. Together, we share a commitment to improving watershed health and protecting the regional environment. This project aims to Increase public awareness and community involvement in local waterway stewardship efforts.

Participation Expectations: Partners are invited to contribute resources, offer feedback, and support project initiatives as appropriate. The group will collaborate to establish a mutually agreeable schedule and determine how each partner can best contribute to the overall success of the projects.

Core Event: The [Name of the group] will organize and host at least 1 public core event annually that will serve as a focal point for the group’s efforts. The intent of the event will be to promote an aspect of watershed health that is of benefit to the audience. The objective is to establish a recognizable event that will draw new and established participation from year to year. The group may also develop other related events or provide support for existing established events that support regional watershed health education.

Logos and Permissions: An electronic version of each organization’s logo should be included in any shared project materials, and on any approved promotional material for individual websites. Shared logos help to promote the collective efforts and activities of all participating groups.

Duration: *Ongoing until amended by the group.*

Signatures:

AGENDA (Defer to May 2025 meeting)

1. Call to Order
2. Roll Call
3. Training from SDAO on Ethics, Public Meeting Law, Board Member Roles & Responsibilities
4. Approval of Minutes – March 6, 2025 (minutes attached)
5. Audience Comments
6. Director Comments
7. Reports
8. Finance: Monthly Report
9. Phone: Monthly Report
10. Nutria: Monthly Report
11. Precipitation: Monthly Report
12. Engineer’s Report
13. Unfinished Business
14. Trestle Cleanup (revisit as needed)
15. New Business, Miscellaneous Business/Information Items
16. Correspondence

10. Adjournment: Discussion of future meeting dates/times/locations

**Minutes of the Ash Creek Water Control District March 6, 2025 Board Meeting**

Mancil Russell called the meeting to order at 7:02 PM.

Roll Call: Mancil Russell, Tom Wilson, Todd Whitaker, Lauren & Francisco Zatkos (guests), Brooke Getty, Madeline Fisher, Andrea Melendy; online Ed Matteo, Gabby Dominge (guest, Americorps). Absent, Molly Barbano, Emmanuel Goicochea

Approval of Minutes – February 6, 2025. After noting two scrivener’s errors for correction, Tom moved to approve the minutes as amended, Brooke 2nd, motion passed unanimously.

Audience Comments: None

Director Comments:

Tom went to the Friends of Gentle Woods activity to help out. The Independence online newsletter had photos of the event. 80 trees of 5-6 varieties were planted and caged. ACWCD helped sponsor. Madeline said the college group will continue with the Emerald Ash Borer program in April. There is growing ivy infestation, and more pulling is needed. She contacted the city about the old railroad tracks. There is a need to trim trees near power lines for truck access. They are rewilding their fields and Luckiamute Watershed Council is helping with that. Monmouth City notes addressed Ash Creek restoration and a tree planning program. She suggested that the board reach out to Polk Soil & Water District to invite them to ACWCD board meeting(s).

Reports

Finance: Monthly Report. Tom gave the report, and in summary, LGIP has a $528,812.32 balance. This fund receives monthly property tax receipts. Pioneer Trust has a $6,410.89 balance. Tom delineated the monthly transactions.

Phone: Monthly Report. There were no calls (Ed has the phone).

Nutria: Monthly Report. Ed delivered the nutria report, in short: January, 52 traps were out, 5 nutria were captured. February, 51 traps were out and caught 3 nutria. The ACWCD program is working very well.

Precipitation: Monthly Report. Madeline reported the following precipitation amounts:

Feb. 2025, 5.64”

Feb. 2024, 4.63”

Feb. 2023, 2.91”

Feb. 2022, 2.19”

Feb. 2021, 5.28”

Engineer’s Report: Tood reported that spraying season is June/July. The county is working on securing a contractor to manage invasive species.

Unfinished Business

Trestle Cleanup

Luckiamute WSC is taking the lead on this. Progress is contingent on access being granted by the railroad. Continue this agenda item to next month.

Events by Friends of Gentle Woods, Luckiamute Watershed Council

The activity was discussed and pictures were shared. The next event will be the last Saturday in March (29th) and will involve mulching of the new trees.

May 2025 election. Brooke & Madeline have both registered for the May ballot.

Grant requests.

Brooke will be taking over Andrea’s work at reaching out to the school system with grant opportunities. Grant requests should be received by July 15. Tom moved to set the grant upper limit to $5,000, with any single grant a maximum of $1,000. Mancil seconded, the motion passed unanimously.

New Business

Visit with Gabriella Dominge, Environmental Education Specialist.

Gabriella discussed opportunities to collaborate in several activities. A mobile environmental education kit is being developed, with an expected May launch. ACWCD could make contributions to this kit. Discussion followed. Elementary school presentations on storm water are planned and will tie into mobile education. Discussion followed. Tom noted that ACWCD’s participation must be directly relative to Ash Creek. A regional watershed partnership is being formed including cities, Polk County, and relative agencies. A partner event is planned, and a collaborative agreement is being drafted.

ACWCD work on flood mitigation.

The group's past work installing holding ponds for flood mitigation; and are there any current plans for installing holding ponds and the group's opinion on installing more if needed? The best ways to mitigate floods and stormwater were discussed. ACWCD does have easements that could lead to possible use/access for purposes of mitigation. Brooke will reach out to Luckiamute Watershed Council and also communicate with Polk Soil & Water District. Note: Ash Creek Water Control District’s main purpose is drainage.

Potential new board members:

Oath of Office: Brooke Getty took the oath of office and signed the document to officially become Board Member, Position #5

The two visitors (Lauren & Francisco Zatkos) may at some point consider board membership.

Training in Public Meeting Law, Ethics, and/or Board Roles & Responsibilities

This training will be scheduled for the April Board Meeting, the first agenda item. That meeting will begin at 6:30 PM.

Other new business

Miscellaneous Business/Information Items

Correspondence – there was none.

Adjournment:

The next meeting will be at Indy Commons, April 3, 2025, starting at 6:30 PM. Madeline moved to adjourn, Tom 2nd, Motion passed unanimously. The meeting adjourned at 8:27 PM.