



UPPER WILLAMETTE

SOIL & WATER CONSERVATION DISTRICT

PROJECTS COMMITTEE MEETING MINUTES

Wednesday, July 7, 2021 9 am – Reviewed 11/15/2021
Meeting held via Zoom

Committee members present: Dave Downing, Lily Leitermann, Clarissa Berndt, Mary Durfee, Malcolm Wilson, Sydney Nilan, Al Hrynyshyn, Gary Jensen, Eric Nusbaum. No public present.

1. Chair Hrynyshyn called committee to order at 9:03 am.

Agenda was reviewed. Motion was made by Director Wilson to approve agenda as presented; Chair Hrynyshyn seconded. Agenda approved unanimously.

2. Director Hrynyshyn passed the meeting to Downing to update the group on locating office space. There is one site on 1st St that he has been looking into and he had the realtor draft up a letter of intent that Directors Durfee and Hrynyshyn approved. Downing later revised it to include the upstairs space. The owner of the space verbally agreed to replace the carpet before we move in; that is included in the letter of intent. The letter also requests signage to be placed. It is a gated property, that is move-in ready, with ample parking and a nice meeting space. The lease would be a total of 5 years.

3. Director Hrynyshyn then discussed the need for a charter for the committee, and asked if 2-3 would like to form a separate group to work on this. There was further discussion about the purpose of the group and what the pace should be for the committee at this time.

4. Nusbaum mentioned that the staff is currently working at maximum capacity with current workload and training of new staff, so the committee should not put more on them at this time. The rest of the committee agreed with this observation.

5. As there was no public in attendance, no public comment was received.

Chair Hrynyshyn adjourned the meeting at 9:58 am.

All supporting documents mentioned in the minutes are a part of the official record, and are available upon request. Please contact the office at admin@uwsxcd.org to request copies.

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