

# Jefferson County SWCD Board Minutes ~ April 28th, 2026

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## BOARD MEETING MINUTES

April 28<sup>th</sup>, 2026 - 12:00 pm

Madras Airport Conference Room ~ Madras, Oregon (Virtually Via Zoom)

**Members Present:**

**Board:**

Lloyd Forman (Zone 4) - Chair

Rob Galyen (At Large 2)

Brad Klann (Zone 2)

Craig Weigand (Zone 3)

Gary Richards

**Advisors/Partners:**

Con Fed Tribes – David Stuart

**Staff Present:**

Kate Haarberg

Adam Haarberg

Ellen Hammond

**Associate Board/Community:**

Scott Samsel

Alysia Aguilar

**Call to Order:**

April 28th, 2026, Jefferson County SWCD Board meeting was called to order by Chair Lloyd Forman at 12:06 PM with a quorum in place. Introductions were made around the room.

**Approval of March 24<sup>th</sup>, 2026, Board Minutes.** Minutes were emailed ahead of the meeting for review.

**Motion #1: Motion made by Rob Galyen to approve March 24<sup>th</sup>, 2026, Board Minutes with a few name spelling corrections. Seconded by Gary Richards. Motion carried unanimously with no Nays.**

**Approval of the April 2026 Financial Activity Report:** Kate Haarberg went through the recent checking transactions, balance sheet, as well as the active grants. Kate explained the update to some vehicle depreciation.

**Motion #2: Motion made by Rob Galyen to approve the April 2026 Financial Activity Report. Seconded by Gary Richards. Motion carried unanimously with no Nays.**

**Annual Budget FY 26-27:** Kate presented the Annual Budget to be submitted to ODA. She only included currently awarded grants outside of Adam's BPA that technically expires 3/31/27. This is the only grant that assumes funding through 6/30/27. The wages column is high because we are succession planning for Ellen's decrease in time and having overlap training with the potential new employee this fall/winter. We have a few submitted grants that are 'pending' awards. We will adjust the budget as necessary should we be awarded any of those grants. Employee COLA adjustments will be reviewed in the Fall of 2026.

**Motion #3: Motion made by Bradd Klann to approve the FY 26/27 Annual Budget. Seconded by Craig Weigand. Motion carried unanimously with no Nays.**

**Succession Planning Ellen:** Currently Ellen is planning on reducing her hours starting September 1, 2026. At this time her status will change to "Part-Time, not benefits eligible". These hours will vary depending on vacations, training, etc. Forecasting Ellen's hours for FY 26/27 has her at approximately 750 hours. With that in mind, we have been crunching the numbers and believe we have enough in the grants for an 80% time person starting in November / December timeframe. This would likely have to start as a 1-year contract as we do not have 80% time funding in place for the employee for FY 27/28. Rob Galyen mentioned making this position a 'contracted' position and Kate said she wasn't sure if SOW funds could be for a contracted person. (NOTE – After this board meeting Kate spoke with Sandi Hiatt at ODA and she said that you can use SOW funds for contracted work like this and we would just need to do a budget amendment). Ellen discussed the skillset that we want to look for in this position (grant writing, crop lands). Looking to potentially post the job beginning of September.

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**Adopting the HSA-VEBA Plan:** Kate has been looking into ways to keep down our annual Health insurance costs. Our insurance agent told us about an HSA-VEBA program only available to government type entities. The JCSWCD staff have met with the agent and have a good understanding of switching to a high-deductible medical insurance plan and offset it with the VEBA health savings. To begin the process, the SWCD Board must pass a resolution. Kate presented a draft of the resolution using a sample from another District. Craig Weigand read through the resolution out loud to the Board and we had it up on the screen.

**Resolution #2026-2 – Motion made by Rob Galyen to pass Resolution #2026-2 authorizing the Adoption of a Health Reimbursement Arrangement (HRA) Plan. Seconded by Brad Klann. Resolution passed unanimously with no Nays.**

**Field Tour Planned:** Ally will email out the agenda and details for the May 20<sup>th</sup> Field Tour planned.

## Staff Updates:

**Adam:** HB5006 update - a total of 327 acres have been completed and certified. Adam showed a drone picture of a recent cut. Little Trout Creek Phase 2 update – passed the cultural part and waiting on the engineering design. Tomorrow he will be doing a Tour of projects with several BPA people. Been spraying weeds. Has been helping Ally with a grant for Google for huge juniper (about 6500 acres) cuts to save water. This grant would need to be completed by 2029 and is upwards of three million dollars if awarded. The grant is to be awarded at the end of 2026.

**Ellen:** Still reaching out to Lat43 landowners. OAHP plan update - Wasco SWCD has offered to send down their Range Planner down to assist with guidance on the rangelands. New SIA – had a great recent meeting and will be writing a monitoring plan for lower Mud Creek and Upper Willow Creek. The Board of Ag meeting for June 24 confirmed they will have a session at North Plains Seed Company like the one we did last September. Cover Crop meeting is coming up next week with DRC at the Experiment Station. The DRC has a grant to come up with a plan to assist farmers with cover cropping.

**Kate:** Recently attended CONNECT conference and attended the April 22, 2026, Jefferson County Commissioners meeting to give an update of HB5006 (Juniper Cuts).

**Amber (via Kate):** Amber has been very busy working on assessment and ranking for the NRCS obligation deadline that is on May 1st. Connect was at the end of March. Kate, Ellen and I were all in attendance. The CREP meeting that happened at CONNECT went well and I got to meet many of the other CREP techs from across the state. The NRCS awarded Amber the Outstanding Partnership Award for 2026. Moving forward, more field days and contract preparation will start. Local work group meeting for Jefferson County is May 7th.

## Partner Check-in's

**David Stuart:** Will be on the BPA tour tomorrow with Adam & Tom.

**Alysia Aguilar:** Busy with the fishing season getting underway.

**NEXT BOARD MEETING** - set for Tue May 26, 2026, 12pm at Madras Airport.  
Adjourned 1:24 by Lloyd Forman