

MINUTES
VEGETATION MANAGEMENT ADVISORY COMMITTEE
November 12, 2003

MEMBERS PRESENT: Karen Bodner, Paul Clements, Doug Graves, Molly Hoffer, Mike Kesling
MEMBERS ABSENT: David Bingham, Mike Koivula, Chris Melotti, One vacancy
BCC PRESENT: Commissioner Morrison
STAFF PRESENT: Sonny Chickering, Doug Putschler, Bill Manewal, Arno Nelson, Caroline Manewal

Chickering announced that both the Chair and Vice-chair had notified staff they would be unable to attend tonight's meeting. Chickering unofficially called the meeting to order, then read Article V, Section 3, of the VMAC Bylaws: "In the absence of the Chairperson, and the Vice Chairperson, the Committee shall elect a temporary chairperson for the particular meeting in question."

MOTION: Kesling moved that Bodner be the Chairperson for this meeting. Hoffer seconded. All present voted in favor, motion passed.

Bodner officially called the meeting to order.

- I. PUBLIC COMMENT – None.
- II. APPROVAL OF MINUTES – October 8, 2003

Clements referred to page 1, Agenda Item II, first paragraph, and indicated that both references to USFS needed to be corrected to read ODF.

Bodner referred to page 3, Agenda Item VII, noting she thought the motion had specified asking if Legal Counsel could report back to VMAC in January. Chickering noted staff had not made contact with Legal Counsel yet; that PW staff would probably bring back a response from Legal rather than have someone from Legal attend an evening meeting. Chickering will check with Legal Counsel regarding the potential liability and other legal issues involved with citizens working on roadside enhancement projects along the right-of-way and bring back a verbal or written response for the next meeting.

MOTION: Clements moved to approve the Minutes of October 8, 2003 as corrected. Hoffer seconded. All present voted in favor. Motion passed.

- III. RECRUITMENT OF NEW IVM COORDINATOR & ROAD MAINT. MANAGER

Chickering distributed copies of a status report on the recruitment process for both a new Road Maintenance Manager and a new IVM Coordinator. Chickering explained that he had started with the Road Maintenance Manager selection because he would like that person to have input into the selection of the new IVM Coordinator. He explained the Road Maintenance Manager recruitment had progressed to the point of interviews Nov. 14, and he expects the selection to take place prior to Thanksgiving. Chickering noted staff is reviewing/revising the job classification for the IVM Coordinator to more closely fit the current requirements, adding that one area being worked on is the proper balance/relationship between operations and the administrative portion.

- IV. VMAC VACANCY

Chickering noted staff had received an e-mail communication from Koivula regarding his vote for one of the applicants; and he passed a copy to the Chair. Members reviewed/discussed the four applications, noting that two applicants appeared to have more qualifications that would fit in with the current work of VMAC, including the last resort ordinance implementation and discussion of roadside enhancement projects.

Members discussed whether to attempt to reach consensus on one applicant or to “vote” for a first and second choice candidate. Each member present voted for their first and second choice candidate, and Koivula’s first choice vote was counted, with the following results: Sandra Corbin first choice, Susan Forester second choice. Members noted it would have been beneficial to have additional location information, other than Commissioner District, e.g. whether the applicant lives in an urban or rural setting.

MOTION: Clements moved to forward to the Board that the consensus of five members was Sandra Corbin as the first choice applicant and Susan Forester as the second choice. Discussion. Members asked about staff’s recommendation. Chickering noted staff had not formed an opinion yet. It was noted that garnering votes from the other two absentee members would not change the majority consensus. Hoffer seconded. All present voted in favor and motion carried.

Morrison clarified that the Board’s agenda packets would actually include all four applications for the Board to review, along with VMAC’s recommendation.

V. IVM PROGRAM FINAL COST/ACCOMPLISHMENT FOR FY02/03

Staff distributed copies of “IVM Program FY 02/03 Costs by Activity” in tabular format and also by percentage in a pie graph format. In responding to questions, Chickering or Manewal (Bill) noted:

- “LH” refers to Labor Hours, “ACR” refers to Acres, “RSM” refers to Roadside Miles
- Relating mechanical to chemical operations could be measured by dollars &/or effectiveness
- The purpose of this report is to show cost and number of units accomplished
- The “13” under Basal/Stump Treatment refers to 13 labor hours
- Tree removal, e.g. Ruby/Quince & River Rd., is included under “Manual Brushing”
- “Manual Brushing” is a broad category, however, it is not hand brushing along the R/W

Morrison noted this discussion raises questions in her mind regarding the cost-recording categories listed on the handout, and how what we currently use will fit in with being able to make comparisons under the new ordinance. Chickering noted staff would be creating an accounting system to be able to do a comparison cost analysis under the ordinance, adding that he hopes to show a 3-year history in the annual report to the Board.

There was a lengthy discussion about recording “acres” versus “roadside miles.” Putschler explained that if PW were to keep changing how they record accomplishment data, then the “history” that developed would become meaningless because there would be no consistency. He added that PW had already dealt with that hurdle once when they changed from recording “acres” to recording “roadside miles.” [T1S2]

VI. DRAFT VMAC 2003 ACCOMPLISHMENTS

The Committee reviewed the draft document supplied in the agenda packet, making the following changes:

- Move items listed under 2.a. to 4.b.
- Under 6.b.1 – add the same items as listed under 6.a.
- Add any items planned for the December agenda

VII. WashDOT REPORT DISCUSSION

MOTION: Clements moved to table this discussion until another time. Hoffer seconded. All present voted in favor, motion carried.

VIII. NoWMP DRAFT STRATEGIC PLAN

MOTION: Clements moved to table this item until Melotti can be present. Kesling seconded. All present voted in favor, motion carried.

Morrison asked for clarification about this item. Members noted a member of the NoWMP is scheduled to be a guest speaker at the December meeting. Morrison explained some of the history/funding through the Resource Advisory Committees (RACs), adding that she would do some further checking and report back.

IX. LAST RESORT IMPLEMENTATION UPDATE

Chickering distributed copies of current staff assignments and a draft implementation plan/checklist. He reviewed the information and responded to questions. Chickering explained the first annual report to the Board would provide a baseline for future reports, and that in order to get an approved herbicide-use list before Spring 2004, staff will need to do the first annual report by February or March.

There was discussion about the costs of implementing the ordinance, and the Road Fund versus General Fund monies. Morrison noted the Board is meeting with the cities of Lane County on November 25 regarding the County/Cities road monies. She added the Board also has a goal setting meeting coming up on December 9 to decide on where they will be placing their priorities, which in turn will guide departments in the budget process, however, the Road Fund will probably not be included in that discussion.

Bodner requested that Chickering go through the draft implementation plan/checklist, "bold" the items that are things PW already does, and include copies in the next agenda packet to facilitate further discussion.

Graves asked about the approval process with the Lane County Board of Health, and what qualifications the members might have regarding herbicide usage decisions. Morrison explained the Board of Health meets two times a year and there is usually the regular three-minute per person public comment period. She added that a public hearing can also be part of the process.

There was discussion of the October 8, 2003 VMAC motion requesting that staff find a way to track the costs associated with implementation of the ordinance. Chickering stated he could ask to have a project number assigned as soon as tomorrow.

Chickering noted another item from the October minutes was notification of the new ordinance to partnering agencies, e.g. soil and water conservation districts, watershed councils, etc. [7251] Chickering will draft and send a letter; and provide copies in the next VMAC agenda packet.

X. OTHER BUSINESS

- Agenda items for December
 - Guest speaker, Patrick Smith, from NoWMP
 - Approval of 2003 VMAC Work Plan/Accomplishments
 - Further discussion of the draft implementation plan/checklist
 - Report back on Legal Counsel's opinion regarding liability issues related to citizens working on the R/W for roadside enhancement projects
 - Letter (copy in packets) to partnerships
 - Report back from Morrison about RACs and NoWMP

Meeting adjourned at 7:08 p.m.

Recording Secretary