

STAFFORD HAMLET
BOARD MEETING

Minutes

September 10, 2019

Chair Bill Markt called the September 10th Board meeting of the Stafford Hamlet to order at 8:04 pm at the Stafford Elementary School, West Linn, OR.

Attendance:

- ❖ Board Members Present: Richard Fiala, John Keith, Katy Krider, Jana Lombardi, Bill Markt, Mary Moore, Len Schaber, Joe Wikoff
- ❖ Excused: Patty Mamula, Matthew Palmer
- ❖ Absent:
- ❖ Staff Present:

Approval of the Agenda: The agenda was unanimously approved as written.

Approval of Minutes:

The June 11, 2019 Community and Board minutes were presented for review. Richard Fiala moved to approve the minutes, and John Keith seconded the motion.

Vote: approved, 8 - yes, 0 - no, 0 - abstain.

Website Maintenance Plan:

Jana Lombardi said the Hamlet needs a maintenance plan or person. The current estimate from the new website person is \$40 per month for basic maintenance of the website or \$100 per month where they do updates. Also, the website migration is in progress and the Hamlet needs a SSL certificate. The SSL certificate costs \$110 for 2 years.

Rick Cook asked if the County could help out. Jana Lombardi said probably not. Jana said the Hamlet has until November 1 to make changes to the new website without cost. Bill Markt suggested doing research until the October meeting and discussing it again then.

Jana Lombardi moved to revote in October. John Keith seconded the motion.

Vote: approved, 8 - yes, 0 - no, 0 - abstain.

Jana Lombardi moved to approve the SSL certificate expenditure for \$110 for two years. John Keith seconded the motion.

Vote: approved, 8 - yes, 0 - no, 0 - abstain.

Financial Report:

Joe Wikoff reported all bills for the fiscal year were paid and checks released by June 15, 2019. So, all Hamlet expenditures for FY 2018/2019 were included in the requested June 15, 2020, reporting deadline of the County. In August he deposited the Square receipts.

Joe Wikoff said the Hamlet has a budget of \$6,000 instead of the approximately \$9,000 that was asked for. Joe will reassess the budget and will send out a revised budget for Board discussion for the October meeting.

Joe Wikoff asked that when people submit reimbursement requests they use the form and say who to pay and what address. Joe asked that people pay attention to what part of the budget they are spending from and to make a note of it on the reimbursement form.

Bill Markt said he hoped that the Family Fest would break even. Joe Wikoff said he is going to use the imprest fund for the Fest. He said the County is not going to require the Hamlet to buy into the charge card program.

Joe Wikoff said that the trust account has had interest added to it.

The two bills that were received were from Jana Lombardi for refreshments (\$96) and for postage (\$172.31).

Bill Markt moved to approve payment of bills. Richard Fiala seconded the motion.

Vote: approved, 8 - yes, 0 - no, 0 - abstain.

Joe Wikoff moved to approve the Treasurer's Report. Richard Fiala seconded the motion.

Vote: approved, 8 - yes, 0 - no, 0 - abstain.

Presentation by the Agriculture Committee - Ag in the Hamlet:

Richard Fiala read a prepared statement asking the Hamlet Board to move toward conservation as a focus and a rewrite of the Community Vision Plan (CVP). He proposed Town Halls in October/November and a vote on a rewrite in February/March. Richard detailed who the Ag Committee and community members have been meeting with.

Len Schaber said there have been meetings with Jeff Gudman, city councilors and others about Luscher Farm and how to preserve lands. Jana Lombardi asked if there are any sites being considered. Len Schaber said Tualatin is looking at food and lands, and has been studying the Borland area.

Joe Wikoff asked if this is about parcelling out the Hamlet or a broad approach. Richard Fiala said this is a broad look. He said governance is still a question and the area could remain unincorporated. Joe said the timeline for a rewrite sounds ambitious. Richard Fiala said the Board should take a hard look at the CVP, and said that a lot of the language could remain. Joe asked would the area be carved up or placed in a land trust. Richard said the cities are interested

in the concept of conserving. He is only proposing rewriting the CVP now. The goal is to educate the cities about what the Hamlet wants. The CVP would convey what is wanted and some details. The goal is an urban/rural interface. There are options for how to conserve lands through the soil/water conservation district, possibly a tribe, Columbia Land Trust, and maybe ways to work with the cities.

John Keith said there is more research being done about agricultural trusts for farming. John said one goal is to consider recharacterize Borland for more or all conservation.

Mary Moore asked what would the format of the Town Halls be? How would the Hamlet educate the public?

Bill Markt said the mechanics have been laid out with the next steps being a Board vote on direction, and then getting the community on board. Bill said the community needs to be on board. There would need to be two to three Town Halls with experts, community input, and general education.

Katy Krider said the timeline is very ambitious, and asked what is driving the schedule. Bill Markt said the goal is to finish the process by election 2020. The aim would be to finish the rewrite while there is buy in from other local government partners. Katy suggested using the fall to gather ideas and plan. Katy said the land preservation Town Hall took a lot of work. Richard Fiala said we are hearing from the cities that they would like to know what the Hamlet wants. He said the Hamlet needs to share what it wants in written form as soon as possible.

John Keith said he had talked to someone at PSU who could help plan through the fall. He thought the Hamlet should use October and November for community comment. He thought the big Town Hall and vote should be early next year.

Richard Fiala said they are asking for a concept and the refining of it. He said the Stafford Compromise had one Town Hall. He said that the opportunity could slip away with time.

Mary Moore suggested naming five people for a November panel/Town Hall. She said that could have planning and promotion that there would be time for community input.

Bill Markt asked if the Board would like to move in this direction or form a subcommittee. Bill Markt said this would be a broad statement, not details of conservation easements. It would be a refined direction and would add tools. He said the Hamlet needs to make a statement of direction.

Jana Lombardi suggested refining the vision of the Hamlet to include active focus.

Richard Fiala moved to refine the vision of the Stafford Hamlet to focus on the urban/rural interface with active agriculture, conservation and open space. John Keith seconded the motion.

Vote: approved, 8 - yes, 0 - no, 0 - abstain.

Mary Moore moved to create a working group to amend the CVP based on the revised vision of the CVP. John Keith seconded the motion.

Vote: approved, 8 - yes, 0 - no, 0 - abstain.

Committee Reports - Programming: The report was previously emailed to the Board.

Committee Reports - Communications: The report was previously emailed to the Board.

Committee Reports - PR/Advocacy/Lobbying: The report was previously emailed to the Board.

Committee Reports - Family Fest:

Bill Markt reported the Fest still needs volunteers.

Richard Fiala reported there will be coffee and that it is coming from Willamette Coffee Shop. There will be two cup sizes and the coffee dispensers will be rented.

Bill Markt previously sent out the rest of the report via email.

Committee Reports - Historic and Wildlife: No report was given.

Committee Reports - Archives: No report was given.

Committee Reports - Outside our Borders: No report was given.

Jana Lombardi and John Keith said they would like to talk about succession planning at the October meeting.

There are also several Board members not running again, so new people need to be recruited.

Adjournment: Chair Bill Markt adjourned the meeting at 9:28 pm.