

MORROW COUNTY BOARD OF COMMISSIONERS MEETING AGENDA
Wednesday, December 12, 2018 at 9:00 a.m.
Irrigon Branch of the Oregon Trail Library District, Community Room
490 N.E. Main Ave., Irrigon, Oregon

- 1. Call to Order and Pledge of Allegiance - 9:00 a.m.**
- 2. City/Citizen Comments:** Individuals may address the Board on topics not on the agenda
- 3. Open Agenda:** The Board may introduce subjects not on the agenda
- 4. Consent Calendar**
 - a. Accounts Payable dated December 13th; Retirement Taxes dated December 5th, \$19,443.71; Payroll Payables Monthlies dated November 28th, \$180,796.22
 - b. Order Numbers OR-2018-23, OR-2018-24 and OR-2018-25 - Authorizing Treasurer to Distribute Proceeds of Foreclosure Sales to Taxing Districts
- 5. Business Items**
 - a. Veterans Services Vehicle Purchase Request (Linda Skendzel, Veterans Services Officer)
 - b. Planning Commission Appointments (Carla McLane, Planning Director)
 - c. Columbia River Enterprise Zone II Board Appointment
- 6. Department Reports**
 - a. Planning Department Monthly Report (Carla McLane, Planning Director)
- 7. Correspondence**
- 8. Commissioner Reports**
- 9. Signing of documents**
- 10. Adjournment**

Agendas are available every Friday on our website (www.co.morrow.or.us/boc under "Upcoming Events"). Meeting Packets can also be found the following Monday.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Roberta Lutcher at (541) 676-5613.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Board may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend. Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media. The Board may recess for lunch depending on the anticipated length of the meeting and the topics on the agenda. If you have anything that needs to be on the agenda, please notify the Board office before noon of the preceding Friday. If something urgent comes up after this publication deadline, please notify the office as soon as possible. If you have any questions about items listed on the agenda, please contact Darrell J. Green, County Administrator at (541) 676-2529.

AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

Two Planning Commission positions are currently vacant: Position 5 serving Irrigon and Position 6 serving Heppner. These positions are currently filled by Jeff Wenholz and Greg Sweek, respectively.

At the end of the day Monday, December 10, Planning staff heard also from Greg Sweek. At this point both Jeff Wenholz and Greg Sweek have requested reappointment to the Planning Commission.

2. FISCAL IMPACT:

3. SUGGESTED ACTION(S)/MOTION(S):

I move appointment of Jeff Wenholz to Planning Commission position 5 serving the greater Irrigon area commencing on January 1, 2019 and continuing to December 31, 2022.

I move appointment of Greg Sweek to Planning Commission position 6 serving the greater Heppner area commencing on January 1, 2019 and continuing to December 31, 2022.

Attach additional background documentation as needed.



PLANNING DEPARTMENT

PO Box 40 • 205 Third Street NE
Irrigon, Oregon 97844
(541) 922-4624

MEMORANDUM

To: Morrow County Board of Commissioners
From: Carla McLane, Planning Director
Date: December 11, 2018
RE: Planning Update

The following represents current work and anticipated actions in the Planning Department during December and into the new year and beyond. It is not exhaustive.

Code Enforcement Activity:

Code Enforcement activity continues. Some 25 cases have been opened throughout Morrow County, 20 pertaining to the use of RVs as dwellings. Others deal with junk, garbage and debris. As of this writing we have achieved compliance with nearly half, or twelve, of the potential violators. Two citations were issued, both appearing before Judge Spicer and are now in compliance. Thirteen are still in progress with a variety of action plans in place.

BLI and HA:

The next meeting is scheduled for December 17 with the project concluding by March 2019.

Solar Rulemaking:

Meetings continue with the next LCDC Solar RAC this Tuesday, December 11. The intriguing opportunity appears to be co-located uses. The next EFSC Solar RAC will be in early 2019.

Energy Facility Siting Council - December 14 Meeting:

Morrow County has not submitted comment to the Carty Solar Proposed Order. However as your Planning Director I continue to have concerns with how Goal 3 Exceptions and other land use actions by the EFSC are successfully incorporated into the local governments Comprehensive Plan. As an example both the Boardman Solar and now the Carty Solar projects required an Exception to Goal 3, removing the agricultural land from production. The Site Certificate has embodied within it the Goal 3 Exception under the Siting Council requirements (which are different from the requirements found in the land use provisions normally applicable to a Goal Exception). There are requirements in both statute and rule that require local governments to incorporate these exceptions into the local comprehensive plan, however I am not aware of any county that has accomplished that action during my tenure as Planning Director. But we should.

There are now two previous county planning directors on the EFSC and ODOE staff finally appear to be willing to discuss how applicants might be better engaged to complete the process locally and work with counties to accomplish incorporating these various Exceptions into the local Comprehensive Plan. My intent would be to make comment at this Friday's meeting in The Dalles, encouraging the EFSC to engage a work group to discuss what this might look like going forward. Current county planning directors, along with DLCD staff, ODOE staff and the two EFSC members with county planning experience would be a great group to start with. I'll try to talk more intelligently on this tomorrow.

Community Wildfire Protection Plan (CWPP):

Two of at least six meetings has been held to update the CWPP with the anticipated conclusion in the spring. The second meeting was focused on identifying critical infrastructure and data collection for base map development. To see the Scope of Work and project Schedule, please head to the Planning web site pages and click on the Community Wildfire Protection Plan sub tab.

Renewable Energy Planning Commission Discussion:

The Planning Commission kicked off discussion more formally around renewable energy impacts and potential for implementing new local regulations. There will be at least three sessions: October 30, December 4 and a third on January 22. On October 30 a variety of topics were discussed; December 4 was focused on wildlife habitat and species with invited guest Steve Cherry; and the January 22 discussion will be about wind modeling and noise with Kerrie Standlee as the confirmed guest. Once the listening and learning sessions are completed the Planning Commission will engage in conversation on proposed changes.

Onsite Partnership with Umatilla County Public Health:

Darrell Green, Stephanie Case and I met with Bob Waldher and Joseph Fiumara on Friday, November 2, 2018, to discuss what a partnership might look like. As a follow up to that meeting Darrell and I also spoke with Sheree Smith to be sure that any movement forward related to the onsite program would not negatively impact the current agreement or relationship for the 'food, pool and lodging' program agreement. In talking with Joseph that current agreement may need to be amended and this could be an opportunity to link the agreements if it is determined there is a benefit to doing so. There is also a need to better define enforcement with a focus on both program areas.

I do recommend that we continue this conversation with Umatilla County Public Health. Further discussion is being scheduled between Planning and Public Health internally this month. The next meeting with Umatilla County Public Health is targeted for early January. Should this move to final agreement the target date for implementation would be early spring.

Northeast Oregon Water Association

Several weeks ago an email with attachments was received from JR Cook discussing various aspects of the Association. For discussion there are a couple of items:

- Payment of the invoice
- Attendance at the Association annual meeting on Saturday, January 15, 2019

The packet dated November 14, 2018, is attached for reference.

Ellis Integrated Vegetation Project

Based on last weeks Board of Commissioner's meeting the following are tasks Planning staff will be working to accomplish over the next couple of weeks:

- Draft Scoping Comment Letter
- Draft Cooperating Agency Request Letter (which could be incorporated into the Scoping Comment Letter)
- Develop web page components directing to the USFS Ellis Project pages.



NORTHEAST OREGON WATER ASSOCIATION

November 14, 2018

To: NOWA Municipal/General Members
From: J.R. Cook, NOWA Director

RE: 2018/2019 Membership Renewal and Invoice Explanation (Director's Letter)

Dear NOWA Members:

On behalf of the Northeast Oregon Water Association (NOWA), I would like to again thank you for your continued support of our organization.

As many know, NOWA was officially formed and staffed in August 2013 after it was decided that a business support corporation was in the region's best interest to pursue activities and efforts necessary to protect and enhance our natural resource-based economy. As an organization, NOWA has accomplished a lot in the 6 years since formation but we still have a long way to go to finally achieve success on our primary work task of securing new mitigated water supplies out of the Columbia River. In addition to our primary work task, the NOWA Board has directed staff and our Salem Lobbyist, Bill Perry of Balance Point Strategies, to work on several matters that fit our mission to "protect" our value-added natural resource-based economy. These efforts are important but with a one-person staff and a limited budget there is only so much our organization can take on and still make steady progress on our cornerstone program of water supply security in Morrow and Umatilla Counties.

To date, the relationships and capacity that NOWA has established locally and in Salem have continued to result in positive steps forward for our region. Between October of 2017 and October of 2018 NOWA has been able to make steady progress on a variety of regional issues including¹:

1. Assisting two districts (Columbia Improvement District and the East Improvement District) with obtaining state approval on two of the three regional water supply projects (East and West Projects) paving the way for the projects to secure and expend \$11 million in state grant funding secured by NOWA during the 2015 legislative session
2. Working with the Port of Umatilla to develop a potential Ordinance Regional Multi-Use Water Supply Project
3. Certificating and protecting over 65% of the Port of Umatilla Columbia River water to both enable the Port to generate revenue off mitigation leases in the short term and utilize its protected water for the region's growth in the long term
4. Certificating over 66% of the City of Boardman's Columbia River water rights and assisting the City with some permit modifications to enable them to certificate their remaining water right and more flexibly utilize their water supplies for the growth of that region

¹ Please contact NOWA should you wish to learn more about on-going activities or wish to get involved or be a part of future work groups or committees



5. Securing, after many years of advocacy and outreach, a commitment from Governor Kate Brown to form a Basalt Stabilization and Basalt Bank Work Group (see attached letter)
6. Securing a commitment from the State of Oregon to complete renewable energy transmission corridors in Umatilla County and Morrow County to more proactively plan to reduce potential conflicts between renewable energy development and high-value irrigated agricultural lands (temporary rule making by DLCD in progress)
7. Securing commitment from DEQ and ODA to work together to develop an interagency task force to finally make progress on nitrate issues that have plagued the Lower Umatilla Basin Groundwater Management Area (see attached scope of work)
8. Securing funding for ODFW to assist both irrigated and non-irrigated farms, as well as the regions livestock producers, in dealing with a burgeoning elk depredation problem in Umatilla and Morrow Counties
9. Contributing funding and assisting the first paid intern of the Oregon Water Coalition as she prepared for law school with a focus on water and natural resource law²

While NOWA's primary focus and use of resources continue to center around the multi-phase regional Columbia River water development projects, we have also secured gains in several areas related to protecting the current economy we have and have helped various entities along the way. We could not make the progress we have to date without the patience, support and guidance of our membership and believe that with your on-going commitments and contributions to our efforts we can continue to make forward progress for our region.

Lastly, it is important to note that while NOWA's work tasks have evolved and increased, our budget has remained flat at around \$240,000 every year. We are proud to say that we have been very resourceful and efficient with the limited funds we have required to operate.

Changes Coming in 2019

While NOWA's role and importance to regional issues will not change, some administrative changes are necessary to ensure NOWA's budget is sustainable and that NOWA is best representing the interests of its membership base over the coming years. These changes include:

1. Amendments to by-laws and formation documents, pursuant to Counsel recommendations, to simplify membership categories, the NOWA purpose, Board representation and elections and overall responsibilities
2. Change all staffing costs to contract (i.e. NOWA will transition to a contract for administration rather than a full-time Executive Director)
3. Develop biennial priorities the January of every odd year

Please note that the bulk of these changes are to enable NOWA to continue to sustain its operations that benefit the region's interest and the interests of the membership. While NOWA will no longer have a full time, paid, Executive Director I will continue to provide the same services to NOWA that I have provided the past 6 years.

NOWA Board of Directors

The NOWA Board of Directors originally consisted of 5 members. The Board of Directors provided oversight of the NOWA budget and Executive Director during the start up years as well as provided significant in-kind support to advocacy, lobbying and negotiations during the first three years of NOWA existence. The original NOWA Board of Directors were as follows:

² Contact the Oregon Water Coalition to learn more about their attempt to develop a long-term scholarship program for young professionals wishing to provide legal and other natural resource services as a career in Eastern Oregon

- 1) Craig Reeder (Hale Companies), Chair
- 2) Gary Neal (Port of Morrow), Vice-Chair
- 3) Bob Levy (WindyRiver), Secretary
- 4) Jake Madison (Madison Ranches, Inc), Member
- 5) Luke Maynard (Boardman Tree Farms), Member

As efforts evolved, representation on the Board of Directors needed to reflect adequate representation from the region and the regional work efforts of NOWA. To address this need, the Board of Directors changed as well as expanded in size between 2017 and 2018. The current Board of Directors are as follows:

- 1) Craig Reeder (Hale Companies/Independent Member), Chair
- 2) Gary Neal (Port of Morrow), Vice-Chair
- 3) Jake Madison (Madison Ranches, Inc), Secretary
- 4) Carl St. Hilaire (JSH/East Improvement District), Member
- 5) Skeeter Amstad (Amstad Farms), Member
- 6) Greg Harris (Castle Rock/Three Mile Canyon Farms), Member
- 7) Gibb Evans (IRZ Consulting), Member

Under the old by-laws of NOWA the Board members served indefinitely. Due to recommended changes within the by-laws, Board members will now be nominated and elected at the annual meeting to serve 2-year terms.

January 2019 Annual Meeting

As part of NOWA's revisions to its by-laws, an annual meeting will be called in January every year. Please mark January 15, 2019 on your calendar as NOWA will be sending out an annual meeting invite in early December confirming location and time, as well as the agenda topics for our annual meeting. This annual meeting will be combined with the annual meeting of the Oregon Water Coalition. Topics will include:

1. NOWA budget and resource needs
2. Update on Columbia River mitigation efforts
3. Update on Columbia River supply projects
4. Update on basalt stabilization and banking efforts
5. Update on water quality strategies and efforts in the 2019 session
6. The 2019 legislative session and NOWA's on-going partnership with the Oregon Business Council on water efforts
7. Legal updates from cases around the state

If you wish to get additional details on these topics or request NOWA involvement in other matters, please contact J.R. Cook at 541-969-8026 or jrcook@northeastoregonwater.org.

2019 Budget Changes

Beginning in 2019, NOWA revenues will be derived entirely from membership dues and voluntary contributions unless a special project is approved by the NOWA Board of Directors and includes a funding component to assist with the costs of the special project.

Your Membership and Your 2018/2019 Bill

As stated above, this year all members will pay a \$1,000 annual membership fee. Additional contributions can either be voluntary or through special assessments related to a specific activity of NOWA. The attached invoice of \$1,000.00 is for your 2018/2019 membership dues only. For members that have already pledged voluntary contributions over and above membership dues, your invoice will also reflect the total of that pledged amount.

Voluntary Contributions Above Membership Dues

The results of the November mid-term elections could not be more telling that if we are to continue to make progress on any items within our natural resource agenda we need to continue to build strong partnerships and relationships with interest groups on both sides of issues and legislators from both sides of the aisle.

NOWA has survived for 6 years on a very slim budget. While membership dues assist in maintaining a portion of the base budget for NOWA, voluntary contributions provide the necessary resources for NOWA to be successful in our annual operations and our efforts to continue to foster relationships that are difficult yet necessary for the long-term success of our region. Voluntary contributions ensure that NOWA can maintain a regular presence in Salem through a contract with Balance Point Strategies and enable NOWA to participate in relationship building activities which usually require financial participation by NOWA.

We ask that each member consider providing a *minimum of \$1,000.00 in additional voluntary contributions to NOWA in 2019* to aid our efforts, but request that you look at what you or your organization will gain from the efforts NOWA is making on your behalf and donate accordingly. These contributions are considered a business expense for tax purposes. Without these voluntary contributions NOWA would either need to cut services or expand our membership base which may lead to over-generalization of our mission and representation and may lead to decreased effectiveness. We would like to keep our representation focused on our region and our issues.

Voluntary contributions are critical to maintaining the level of service and reputation our region has benefitted from these past 6 years. While NOWA is not a large organization or considered a “statewide” interest group, we are known in Salem and respected for our “results based” focus. NOWA has established a reputation as a group that does not highlight or publicize our negotiations, compromises or deals struck which enables us to work effectively in Salem with agencies, interest groups and legislators. The only way we can continue this approach is through strong voluntary contributions from our select membership. With enough voluntary contributions NOWA could focus resources on the following studies and efforts that are lacking sufficient resources:

- **\$10,000** to an economic impact study to support the efforts of the Basalt Stabilization and Banking efforts in our region (economic impact study focusing on the value of current irrigated acreage using groundwater and the impacts of losing that acreage should OWRD update their allocation rules)
- **\$30,000** of additional funding and support to the efforts of the Environmental Council, Oregon Department of Agriculture, Oregon Department of Environmental quality and OSU to assist our region in the launch of an interagency task force to focus on benchmarks and a pathway forward to de-designation of our Lower Umatilla Basin Groundwater Management Area
- **\$15,000** of seed funding to develop a economic study that establishes an equitable value on water across industry sectors to be used to make the business case for a more equitable and sustainable way to funds infrastructure projects and mitigation efforts in our region and the state (partnership with OBC and other statewide business interests)

I am continually amazed at the progress such a small organization has made in such a short amount of time on a wide variety of natural resource related issues in our region. NOWA is truly a team effort and has relied heavily upon the lessons learned from past business leaders and relationships fostered through past generations to get us to where we are today. I hope you agree with me that NOWA is an organization worth continuing and supporting and that you will work with NOWA during this transitional year to ensure our needs and priorities are represented and advanced at the state and federal level.

I appreciate, in advance, your financial commitment to NOWA and your on-going support for another year.

Sincerely,



J.R. Cook
Executive Director

Enclosures

- 1) NOWA 2019 Budget with 2018 Comparison
- 2) Basalt Bank Work Group Appointment Letter
- 3) LUBGWMA Interagency Task Force Draft Scope of Work

NOWA Budget

FISCAL YEAR 2019

REVENUE

■ FY 2019 ACTUAL ■ FY 2019 PROPOSED ■ FY 2018 PRIOR YEAR



REVENUE	FY 2018 PRIOR YEAR	FY 2019 PROPOSED	FY 2019 ACTUAL	FY 2019 VARIANCE	FY 2019 % PRIOR YEAR
Water Right Subscriptions (2018 only)	155764.50	0.00	0.00		(155764.50)
Membership Dues	34000.00	34000.00	1000.00	(33000.00)	(33000.00)
Donation/Special Projects	38000.00	55000.00	21000.00	(34000.00)	(17000.00)
Equipment Rental	0.00	1200.00		(1200.00)	0.00
Use Surcharge Donatons	15000.00	5000.00		(10000.00)	(15000.00)
TOTALS	\$242,764.50	\$95,200.00	\$22,000.00	(\$73,200.00)	(\$155,764.50)

EXPENSES

■ FY 2019 ACTUAL ■ FY 2019 PROPOSED ■ FY 2018 PRIOR YEAR



EXPENSES	FY 2018 PRIOR YEAR	FY 2019 PROPOSED	FY 2019 ACTUAL	FY 2019 VARIANCE	FY 2019 % PRIOR YEAR
Contract Services (Advocacy/Lobby)	42,000.00	42,000.00	0.00	(42,000.00)	(42,000.00)
Contract Services (Administration)	115,000.00	12,000.00	0.00	(112,000.00)	(115,000.00)
Rent	5,000.00	1,200.00	0.00	(1,200.00)	(5,000.00)
Utilities	0.00	0.00	1,150.00	1,150.00	1,150.00
Travel and meetings	10,000.00	3,000.00	2,800.00	(200.00)	(2,200.00)
Events/Donations	5,000.00	15,000.00		(15,000.00)	(5,000.00)
Legal/Contract Services	60,000.00	5,000.00		(5,000.00)	(60,000.00)
Insurance	1,200.00	1,200.00	1,200.00	0.00	0.00
Telephone				0.00	0.00
Web fees (website, meeting space, etc.)	150.00	150.00	150.00	0.00	0.00
Equipment	600.00	600.00		(600.00)	(600.00)
Supplies	500.00	0.00		0.00	(500.00)
Reserve	0.00	15,000.00		(15,000.00)	0.00
TOTALS	\$239,450.00	\$95,150.00	\$5,300.00	(\$89,350.00)	(\$234,150.00)



KATE BROWN
Governor

August 31, 2018

JR Cook
Executive Director
Northeast Oregon Water Association
P.O. Box 1026
Pendleton, OR 97801

Dear JR,

In the years ahead, every corner of Oregon will have to meet the challenge of an increasingly scarce water supply. There's no one-size-fits-all solution; each watershed and basin across the state will have to approach these challenges in their own unique way.

Northeast Oregon is no exception. While there has been great work happening in Northeast Oregon, there is still work ahead towards a more comprehensive water strategy for the region. To build an active regional and state water vision plan, all stakeholders must be engaged and working towards the same goals. In 2012-13, the Columbia River Umatilla Solutions Task Force developed a set of consensus solutions that will benefit both agricultural economic development and ecological stream flows. This consensus focused on increasing use of Columbia River water in the Umatilla Basin without negatively impacting flows for fish. Additionally, the increased usage of Columbia River water will take pressures off of over-appropriated basalt groundwater aquifers. While the work to develop water projects to withdraw water from the Columbia River continue to move forward, stakeholders in the basin believe the timing is right to consolidate the water projects in the region into a program that would test how the changing water sources could relieve annual stresses on the aquifer system.

Due to the ongoing collaboration and work between both stakeholders in the region and the Oregon Water Resources Department, I have tasked staff with developing a short-term work group to review past collaborative work, and identify next steps around basalt stabilization and efforts in the Umatilla Basin. Within 90 days of formation, the work group is to produce a set of next steps and recommendations on approaches to basalt aquifer water level stabilization. I have tasked Regional Solutions and the Oregon Water Resources Department to convene and lead this effort.

At the conclusion of the short-term work group, I will take a look at the recommendations of the work-group and consider them in coordination with the other equally important water discussions and work happening in Northeastern Oregon. Additionally, I have tasked my staff with setting up in-depth meetings with the Confederated Tribes of the Umatilla Indian

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August 31, 2018

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Reservation to begin formal consultation on the development of a state and regional water vision plan and to get a full up-to-date briefing on the status of the ongoing water settlement negotiation.

The short-term basalt bank stabilization work group shall be made up of stakeholders within the Umatilla Basin and state agency leaders including:

- Mayor David Drotzmann, City of Hermiston
- Umatilla County Commissioner Bill Elfering
- Morrow County Commissioner Don Russell
- Chris Marks of the Confederated Tribes of the Umatilla Indian Reservation
- Darrin Ditchen, Umatilla Basin farmer
- Dennis Doherty
- Mike Ladd, Oregon Water Resources Department Region 5 Manager
- Courtney Crowell, Eastern Oregon Regional Solutions Coordinator
- JR Cook, Northeast Oregon Water Association

I would like to thank the stakeholders in the Umatilla Basin and across Northeast Oregon for their ongoing collaboration and efforts to find innovative solutions to the water challenges in the region. The development of this work group and the broader regional water vision plan are crucial steps in the ongoing work within the region and together with the state partners, we can make substantial progress.

Sincerely,



Governor Kate Brown

KB:jm,kl

cc: Senator Bill Hansell
Representative Greg Smith
Mayor David Drotzmann, City of Hermiston
Umatilla County Commissioner Bill Elfering
Morrow County Commissioner Don Russell
Chris Marks of the Confederated Tribes of the Umatilla Indian Reservation
Darrin Ditchen, Umatilla Basin farmer
Dennis Doherty
Mike Ladd, Oregon Water Resources Department Region 5 Manager
Courtney Crowell, Eastern Oregon Regional Solutions Coordinator
JR Cook, Northeast Oregon Water Association
Tom Byler, Oregon Water Resources Dept. Director

Basalt Bank Stabilization Workgroup Meeting

October 15, 2018

Stafford Hansell Governance Center, Room 113
915 SE Columbia Drive
Hermiston, OR

Call-in available: 877-873-8018; participant code 892841

AGENDA

Time	Item	Presenter
2:00pm	Welcome and introductions	Scott Fairley
2:05pm	Background and purpose of workgroup	Scott Fairley
2:15pm	Basalt aquifer (CGA) management Regulation Current status	Justin Iverson, OWRD
3:00pm	Basalt aquifer stabilization options Basalt bank Other options	JR Cook, NOWA All
4:00pm	Workgroup check-in Interest in pursuing stabilization options? Under what conditions?	All
4:50 pm	Next meeting Next Meeting: date and location Agenda build	Scott Fairley
5:00 pm	Adjourn	

Basalt Bank Stabilization Workgroup Meeting

November 15, 2018

Stafford Hansell Governance Center, Room 113
915 SE Columbia Drive
Hermiston, OR

Call-in available: 877-873-8018; participant code 892841

AGENDA

Time	Item	Presenter
2:00pm	Welcome and introductions	Scott Fairley
2:05pm	Review October 15 meeting summary	Scott Fairley
2:15pm	Basalt stabilization pilot project – proposals and selection Mike Ladd and Jusitn Iverson, OWRD; JR Cook, NOWA; all <ul style="list-style-type: none">• Location(s) and definitions of successful stabilization and recovery• Starting point and duration• Testing/monitoring needed• Groundwater protection – voluntary and/or rule change?• Governance/structure, other stakeholders• Other?	
3:15pm	Resources needed to implement pilot project <ul style="list-style-type: none">• Water cost/user incentives to replace basalt water• Facilitation• Administration• Data collection and analysis• Other?• Basin contribution	All
4:00pm	Workgroup check-in <ul style="list-style-type: none">• Is there agreement to move forward with pilot project recommendations?	All
4:50 pm	Next meeting agenda build	
5:00 pm	Adjourn	

DRAFT Scope of Work

Lower Umatilla Basin Groundwater Management Area: Nitrates Research, Data, and Information Network

3 October 2018

Background

The Oregon Department of Environmental Quality (DEQ) declared the Lower Umatilla Basin Groundwater Management Area (LUBGWMA) in 1990 because nitrate-nitrogen concentrations in area groundwater samples exceeded 70% of the federal safe drinking water standard (10 parts per million). Subsequently a 4-year interagency hydro-geologic investigation to determine the extent of contamination and to identify potential sources of contamination was conducted. Pursuant to the Oregon groundwater program (found at ORS 468B.150 to 190 the DEQ) agricultural producers and processors, local area residents and governments formed a committee to develop an action plan to address the nitrate contamination concerns in the basin. Seven years later, in 1997, an action plan was adopted by the LUBGMA Committee. The lead agency for implementing the action plan was the Umatilla Soil and Water Conservation District. More than 25 years after the GWMA's declaration, monitoring shows that groundwater nitrate concentrations in many area wells remain high relative to the federal drinking water standard and the state action level. In some wells' concentrations have leveled off or declined while in other wells' concentrations continue to rise. Public water suppliers – who cannot legally deliver water with more than the 10 ppm nitrate-nitrogen federal standard – have mitigated the problem by deepening wells, drilling new wells, installing treatment systems, or shutting down and using alternative drinking water supplies.¹

The Oregon Department of Agriculture (ODA) and DEQ committed to working together with state and local agencies as well as regional and local partners to better understand why nitrate-nitrogen concentrations persist at higher than acceptable levels and to develop an approach to reduce nitrate-nitrogen levels in the Lower Umatilla Basin Groundwater Management Area.

Project Purpose

The purpose of this project is to engage in a science-based, joint fact finding process to understand how nitrate levels within hydraulically-connected sub-basins in the Lower Umatilla Basin Groundwater Management Area can be reduced, and to establish a process that may lead toward the de-designation of all or portions of the LUBGWMA. This project specifically focuses on agency and stakeholder engagement in developing a prioritized strategy, helping to gather and review existing data and research that are relevant to nitrates in the Lower Umatilla Basin, and creating a long-term implementation plan. INR's role is to coordinate and facilitate this science-based, joint fact finding process, and to help strengthen the objectivity, transparency, and rigor of the overall process. The end goal of this engagement is the

¹ Background paragraph 1 source: Oregon Solutions Assessment 05.02.17

formation of an interagency working Task Force that has established de-designation benchmarks and appropriate representation to lead the de-designation effort at both the state and local level.

Scope of Services

The Institute for Natural Resources at Oregon State University (INR-OSU) shall provide employees and materials for project management, facilitation, stakeholder coordination, and the agreed upon technical and research support necessary to assist ODA and DEQ to better understand why nitrate-nitrogen concentrations persist at higher than acceptable levels, aquifer inter-connectivity and barriers to groundwater flow, and in developing an approach to reduce nitrate-nitrogen levels in the Lower Umatilla Basin Groundwater Management Area (LUBGWMA).

Based on previous work and work that will take place from October 2018 – June 2019 (Appendix A), we propose to approach the project through **three primary components**: coordinating and facilitating agency and stakeholder engagement; conducting a science-based review of existing data and information; and project management and communication. The **final products of the project** are:

- A list of developed and/or codified (EQC) criteria for delisting the LUBGWMA.
- A report of additional research needs and monitoring necessary to address/support de-listing criteria.
- Recommendations for LUBGWMA Sub-Region benchmarks, including but not limited to: land use practices/loading; remediation, and legacy issues (old well construction practices, plumes, etc.).
- A hand-off strategy (i.e. transition plan to structured interagency Task Force) that outlines staffing needs and leads, funding, and other resource requirements.

Components

Component 1: Coordinate and facilitate agency and stakeholder engagement

- **Task 1a.** Coordinate all engagement and outreach activities.
- **Task 1b.** Design, facilitate, and document all agency and stakeholder meetings, including state agency Interagency Task Force (i.e., ODA, DEQ, WRD, and OHA).
- **Task 1c.** Coordinate with stakeholders, agency staff, and group members between meetings as needed.
- **Task 1d.** Work with agencies and stakeholders to identify key research questions, develop a research agenda, and create RFPs (including researcher input).
- **Task 1e.** Analyze initial research findings to identify pilot projects and monitoring strategies.
- **Task 1f.** Work with agencies, stakeholders, and partners to develop an implementation process framework, including identifying long-term implementation steps (i.e., identifying agency and partner resources, projects and monitoring).

Deliverables. A finalized agency-stakeholder process framework, meeting briefing packets (if needed), meeting agendas, meetings notes (including next steps), a draft protocol for searching for and collecting data and information, an implementation process framework.

Final products: (a) a list of developed and/or codified (EQC) criteria for delisting the LUBGWMA; (b) recommendations for LUBGWMA Sub-Region benchmarks, including but not limited to: land use practices/loading; remediation, and legacy issues (old well construction practices, plumes, etc.); (c) a

hand-off strategy (i.e. transition plan to structured interagency Task Force) that outlines staffing needs and leads, funding, and other resource requirements.

Component 2: Science-based, peer review of existing data and information

Review existing data and information to understand what the existing data is saying about nitrates in the Lower Umatilla Basin, and what data might be needed to lead toward de-listing.

- **Task 2a.** Coordinate with OSU Extension, and state and local agencies to make sure that all data and information relevant to and within the LUBGWMA is integrated, archived and readily accessible for review. As a starting point all relevant existing data and information should be in one location, noting its source, year, location, and other relevant metadata. For this task, we are relying on this collection of data and information being compiled and made accessible by other parties during Phase I (see Appendix A).
- **Task 2b.** Develop criteria, and identify and select two to three experts to conduct a peer review of the existing data and information provided in Task 2a.
- **Task 2c.** Draft and finalize a protocol for the science-based review of existing data and information.
- **Task 2d.** Conduct the review.
- **Task 2e.** Draft and communicate interim findings with agency-stakeholder group.
- **Task 2f.** Write draft and final report.

Deliverables: Experts willing and able to participate in the review, a protocol for reviewing the data and information, a report of findings.

Final product. A report of the review findings, including a report of additional research needs and monitoring necessary to address/support de-listing criteria.

Component 3: Project management and communication

- **Task 3a.** Develop a project-related webpage on the INR website (inr.oregonstate.edu) to post project-related information; develop outreach strategy.
- **Task 3b.** Track budget, tasks and recommend changes as needed to meet project goals.
- **Task 3c.** Ongoing communication and coordination with ODA and DEQ lead staff.
- **Task 3d.** Develop reports and presentations to document progress, outcomes and obstacles.
- **Task 3e.** Deliver all final products.

Deliverables: An actively maintained project webpage, progress and final reports, final PowerPoint presentation, and the delivery of all final products.

Project Dates, Estimated Timeline, and Final Products

Our proposed scope of work is designed to enhance the culture of integrity, and strengthen the objectivity, transparency, and rigor of the process. As such, we aim to:

- Be objective and impartial in producing and delivering the project products.
- Ensure collaboration by engaging with ODA and DEQ throughout the project and maintaining open and fluid communications thereby providing and receiving important feedback throughout the project.

- Be transparent and committed to open access of information by clearly articulating the methodology used, documenting activities and making project-related information readily accessible.
- Be efficient and cost-effective when conducting the process and review, and strategically using the time and knowledge of the science experts.
- Maintain independence as a neutral third party.

Project dates

1 July 2019- 30 June 2021

Estimated timeline

Scope of Work	Timeline
Project begins	1 Jul 2019
Component 1: Coordinate & facilitate agency & stakeholder engagement	1 Jul 2019-15 Jun 2021
<ul style="list-style-type: none"> – Task 1a. Coordinate all engagement and outreach activities. – Task 1b. Design, facilitate, and document all agency and stakeholder meetings, including state agency Interagency Task Force – Task 1c. Coordinate with stakeholders, agency staff, and group members between meetings as needed. – Task 1d. Work with agencies and stakeholders to identify key research questions, develop a research agenda, and create RFPs . – Task 1e. Analyze initial research findings to identify pilot projects and monitoring strategies. – Task 1f. Work with agencies, stakeholders, and partners to develop an implementation process framework, including identifying long-term implementation steps 	ongoing
<i>Final products:</i> (a) a list of developed and/or codified (EQC) criteria for delisting the LUBGWMA; (b) recommendations for LUBGWMA Sub-Region benchmarks; (c) a hand-off strategy that outlines staffing needs and leads, funding, and other resource requirements.	
Component 2: Science-based peer review of existing data & information	Aug 2019 – May 2020
– Task 2a. Data and information coordination & consolidation	Aug-Oct 2019
– Task 2b. Develop criteria, and identify and select experts	Aug-Sept 2019
– Task 2c. Draft and finalize review protocol	Sept 2019
– Task 2d. Conduct the review	Oct 2019-Feb 2020
– Task 2e. Draft and communicate interim findings with agency-stakeholder group	Mar 2020
– Task 2f. Write draft and final report	Mar-May 2020

Final product. A report of the review findings, including a report of additional research needs and monitoring necessary to address/support de-listing criteria	
Component 3: Project management and communication	1 Jul 2019-15 Jun 2021
– Task 3a. Develop a project-related website and outreach strategy	Aug 2019
– Task 3b. Track budget, tasks and recommend changes as needed to meet project goals.	ongoing
– Task 3c. Ongoing communication and coordination with ODA and DEQ lead staff.	ongoing
– Task 3d. Progress reports	Every 6 months
– Task 3e. Deliver all final products	on or before 15 Jun 2021

Budget

Budget for the three components of this project is summarized in the below table

ITEM	Component 1	Component 2	Component 3	NOTES
Sal and OPE	\$ 106,275	\$ 53,151	\$ 8,996	
Materials & Services	\$ 5,000	-	-	6 half- to full-day meetings (\$500 ea. for meals, coffee, room rental)
Travel	\$ 8,010	\$ 1,065	-	18 trips to LUB, including overnight travel 1 trip (presentation mtg for each of the 3 reviewers) to LUB, including overnight travel
Subtotal	\$119,285	\$ 54,216	\$ 8,996	\$182,497
Indirect (26%)	\$ 31,014	\$ 14,096	\$ 2,339	State-negotiated indirect rates if funds come through an agency rather than directly appropriated from the Legislature.
TOTAL	\$150,299	\$ 68,312	\$ 11,335	
GRAND TOTAL				\$229,946

Appendix A

Phase I (In-Kind): Scoping

Tasks include, but are not limited to:

1. First iteration, using best available data, of LUBGWMA sub-regions based upon hydraulic connectivity (contributors: CTUIR (Kate Ely), OWRD Groundwater Section, Private reports (POM, UBWC Groundwater Model/recharge monitoring reports etc.)
2. Complete literature review of all data and reports generated in the LUBGWMA to date, via OSU Extension's workgroup.
3. Develop criteria for and make a formal recommendation from LUBGWMA regarding appointed participants to Committee (NOWA/LUBGWMA)
4. State appointees.
5. NGO Participant.
6. Make the collection of compiled data and information being accessible by other parties, and in formats usable for the science-based peer review.

