



Coos Soil & Water Conservation District
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Coos Soil and Water Conservation District
Regular March Meeting Minutes
June 22, 2023
(Approved August 24, 2023)

Regular Meeting was called to order at 7:01PM

Board members present at office: Ernie Newton, Cindy Gant, Michael Clary

Board members present on Zoom/Telephone: Adela Villers, Mark Villers, Charlie Waterman

Absent board members:

Staff present in office: Caley Sowers, Modena Thomas, Abigail Richards, Andrew Chione

Staff present on Zoom:

Guests present in office: Beth Pietrzak (ODA), Katie Woodruff (NRCS), Chris Claire (ODFW), Barbara Grant (Curry SWCD)

Guests present on Zoom:

7:00PM Michael called meeting to order

- Informed board/members present the mic picks up all sounds and requested the everyone speak one at a time for those on Zoom

7:01PM Modena read all who were present and attending via Zoom

7:02PM Reviewed agenda

7:03PM Michael asked for comments on May 25, 2023 minutes. Michael stated the board did not need a second per Robert's Rules.

7:03PM Chris asked to receive minutes to review

7:03PM Michael motioned to approve the May 25, 2023 meeting minutes. All in favor.

7:04PM Finance Report – Caley

- Michael has not reviewed the finance report

7:06PM Mark motioned to accept the May 2023 Finance Report. Ernie seconded. All in favor.

7:06PM No Old Business

7:07PM New Business

- Business Oregon funding explained by Caley
- Multiple grants sunset on June 30,2023

- Received extensions then revoked
- Legislation held up
- Rapid reversal
- All invoices and funds request due by June 15th for Business Oregon
- Shifted funding to ODFW
- Everything expiring
- Received additional funds
- Not eligible for OWEB – Noble Creek
- If Business Oregon grant not approved, construction to take \$200K to \$300K loss
- Winter Lake engineering
- Ranked 6th for ODA Support Grant
 - \$89,000 towards Abby's wages

7:16PM Michael asked for comments/questions regarding ODFW grants

7:17PM Ernie asked about raises for Abby and Modena

7:18PM Michael asked for questions on ODA grants

7:19PM Michael asked Modena to clarify her comments in her report regarding the legislation being back in session.

7:19PM Organization Growth

- Caley explained storage unit next door
- Brent Pahls wants \$120 per month for extra room
- Next year rent would be \$570 in lieu of rent increase

7:21PM Michael asked about a bigger space

- Caley discussed

7:25PM Michael asked for comments

- Mark said the storage is a good deal

7:27PM Caley recommended we wait until we receive the ODA Support Grant – Beth should know by mid-July

7:30PM Mark gone in July to Washington state

7:31PM Ernie motioned to approve rental of storage contingent of approval of ODA Support Grant. Cindy seconded. All in favor.

7:32PM Organizational Growth & Development – Long Range Business Plan

- Cindy – July 1st needs to be revised
- Looks similar to other districts
- Reference to policies

- Employee handbook contains policies
- Policy – annual budget pay raises approved.
 - Michael stated if the budget is approved then everything in the budget is approved and doesn't need another approval. Staff raises and anything approved shouldn't need to be revisited
- Staff Raises
 - Modena \$20 per hour
 - Abigail \$19 per hour
- Michael asked for comments
 - Cindy agreed once the budget is approved, everything in it is approved
 - Charlie, Mark and Adela agree

7:39PM Long Range Business Plan (LRBP) – Caley asked if they need her to do anything to help facilitate

- Michael discussed review
- Leave it to the committee to handle it and report to the board

7:40PM Caley discussed doing the LRBP in sections like the policy manual

7:42PM Discussed LRBP/employee handbook

- Not an actual business plan
- Michael stated that it helps directors to be on the same page

7:48PM Caley started updating employee handbook

- Michael said to table to August agenda to revisit employee handbook

7:49PM Concluded

7:49PM Staff Reports – Caley

- Nothing new to add
- Construction – pre-construction meeting
- NBWL
- Alternating being out in the field and in office
- Construction log
- Weekly log sent to directors

7:53PM Staff Reports – Andrew

- ESIRI training discussed
- ARC maps outdated that we use
- Need to create maps to apply for grants
- Andrew will look into getting a license through NRCS

7:59PM Staff Reports – Modena

- Did over \$500,000 in funds requests during June

8:00PM Staff Report – Abby

- Certified flagger class
- New flyers for fair
- Went with ODA on site visit

8:02PM Discussed flagging class

- Best practice credits – check to see if we get credits

8:03PM Safety Meeting

- OSHA approved PPE
- Being on construction site
- Meeting tomorrow with Biohabitats
- Safety meeting every morning at site
- Written safety plan
- Chris will develop job hazard bullet plan
- Discussed possible daily operations
- Michael has additional PPE if needed

8:08PM Concluded

8:08PM Beth (ODA)

- ODA Support Grant decision – mid-July
- Grant reviewed well
- North/East Fork field evaluation completed today
- No cattle in December in that area
- Some cattle and some fields have hay
- Downgraded concerns on a number of properties
- Concerns of sediment, bacteria
- Concerns directly upstream of drinking water intake
- Coquille Watershed plantings
- ODA will follow up with landowners with concerns

8:17PM Beth concluded

8:17PM Katie (NRCS)

- Showed tidegate to Amy
- Winter Lakes / Coaledo
- Geotech drilling
- Partner meeting in July
- Took Amy to cranberry bog
- Gone for two weeks at end of July
- Tribal water summit / mailed out 100 flyers

8:21PM Katie concluded

8:21PM Barbara (Curry SWCD)

- Pending requests to increase CREP contracts – double the limit
- No written report
- Working on projects with watersheds
- Working with Caley and Andrew soon
- CoqWA site visit Lower 4-Mile Creek
- Coquille SAP
- Upcoming grant CREP TA – looking for letters of support

8:23PM Barbara concluded

8:23PM Michael (CoqWA)

- Once every other month for meetings
- Chris discussed
 - Leah – new executive director for CoqWa
 - FIP
 - Monitoring
 - Delay on a couple of projects
 - Sandy Creek
 - Working on Coaledo
 - Funding discussed with Katie and Caley (PL566)

8:34PM Michael adjourned meeting

Signature of the Chairman

Date

Submitted by:

Caley Sowers

Date