



Coos Soil & Water Conservation District
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Phone 541-396-6879

Coos Soil and Water Conservation District
Regular December Meeting Minutes
April 28, 2022
(Approved June 2, 2022)

Regular meeting was called to order at 7:01PM

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

Board members present on Zoom/Telephone:

Absent board members: Charlie Waterman

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

Staff present on Zoom:

Guests present in office: Katie Woodruff (NRCS), Barbara Grant (Curry SWCD)

Guests present on Zoom:

7:01PM Mark called meeting to order

7:01PM Introductions

7:03PM Zoom issues

7:05PM Zoom issues resolved

7:05PM Mark asked for comments for March 24, 2022 minutes.

- Michael Hughes misspelled – started part-time already and full-time May 2, 2022
- SIA needs to read \$36,000 ‘each’
- Streamline instead of mainstream

7:08PM Discussed upcoming meeting with Eric (ODA), Seth (accountant) and Caley

7:10PM Adela motioned to approve March 28, 2022 minutes with corrections. Ernie seconded. All in favor.

7:11PM Caley discussed the finance report

- No major corrections due to the upcoming meeting with Eric & Seth
- On track with budget for where we are in the year
- Caley budgeted on project basis
 - Ex: Noble Creek consist of three grants
 - Need to change how we track
 - Start tracking separately
- Michael discussed board’s financial responsibilities

- Michael wants to join meeting with Eric, Seth and Caley

7:18PM Caley concluded

7:18PM Mark asked for comments

7:18PM Adela motioned to approve Treasurer Report. Michael seconded. All in favor.

7:18PM ODA Presentation discussed – policy board vs management

- The board has micro-managed over the years
- Discussed policies/minutes
- Discussed recruiting new board members
- Discussed sub-committees
- Personnel, public contracting policies need to be established
- Staff develop draft policies or board has sub-committees are two options
- Ask other districts for their policy manual
- Caley gave her thoughts on policies
- Modena will contact Eric & Liesl for policy manual templates
- Caley suggested sub-committee be formed

7:38PM Concluded

7:38PM Discussed pay raises for Caley and Andrew

- Caley \$21.00 retroactive pay raise to July 1, 2021
- Andrew pay raise is due in accordance with his contract
- Competitive pay discussed
- Mark will discuss budget with Caley
- Caley suggested to go with the annual budget that has already been approved
- Caley suggested establishing a sub-committee to evaluate pay scales
- Michael and Ernie asked a pay raise for Modena
 - To be discussed for next fiscal year

7:58PM Michael motioned to increase Caley's wage to \$20.75, retroactive to July 1, 2021 and to increase Andrew's wage to \$19.00, retroactive to December 9, 2021. Cindy seconded. All in favor.

7:59PM Archeology/Cultural contract – Noble Creek

- Reg Pullin does preliminary
- Caley explained to the board the best options
- Discussed contract
- Corrections to contract needed
 - Page 7 – scope of service F, G and H (background)
 - Caley explained it was formatting and will fix the issue
 - Tribal and SHPO separate to two tasks
- Discussed channels and tidesgates – research design

- Will need more funding to complete
- Need second TA to get to final design

8:09PM Adela motioned to approve Professional Services contract with above edits and hire Reg Pullen's LLC. Ernie seconded. All in favor.

8:11PM Waterways Contract

- Site visit on North Bank Working Landscape
- Dike unraveled since last site visit
- Did not anticipate significant changes
- Entire dike needs repair
- Waiting on revised bid from Bio Habitat
- Caley secured more funding
- Resubmitted permits
- Discussed amendment
- Will incorporate willows

8:27PM Adela motioned to approve Amended North Bank Working Landscape Construction Phase Contract with Waterways as Caley outlined in exhibit B. Ernie seconded. All in favor.

8:28PM Caley discussed local boundary survey for DSL permit – possibly will need a surveyor

8:29PM Staff Reports – Caley

- Noble Creek
 - Contract with Reg Pullen
 - Daniel from Waterways did site visit
 - Survey water loggers
 - Landowners are responsive regarding project
- Winter Lake Phase III
 - New landowners on board with everything proposed
- Albertson's Project
 - Going out Monday to deploy water loggers
- Bear Creek grant – not funded
 - Will resubmit with minor edits (setbacks were a concern)
 - Approved for EQUIP funding
 - Deadline May 2, 2022
- Applied for more grants
- Randolph landowner contributing
- NWQI
 - Jon retiring in June
 - Still need to submit deliverables

8:37PM Caley concluded

8:37PM Staff Report – Andrew

- Helped with proposals
- Lampa Creek fence – 1/3 of stretched wire done
- Few more weeks left on fence before completion
- Plant next Fall
- E-coli monitoring
- Accuracy checks on water loggers completed
- Received feedback on monitoring proposal
 - Due June 1, 2022
- Randolph Island OWEB grant – assisted Caley
 - Proofread grant

8:42PM Andrew concluded

8:42PM Staff Report – Modena – nothing new since written report

- Reminded board members of upcoming elections

8:43PM Modena concluded

8:43PM Discussed needing someone in Powers for Zone 5

- Discussed requirements for someone to become a board member

8:47PM Safety Meeting

- Andrew discussed monitoring with one person
- Adela discussed leptospirosis in the water passing to eyes, nose and mouth
- Addition of tech
- Check in with text messages

8:53PM Safety Meeting concluded

8:53PM Katie (NRCS) report – see attached

- CIS submitted
- Water quality CIS includes North Fork
- Basin meeting in Grants Pass
- Climate summit
- Basin covers five counties
- Main focus is on climate

9:00PM Katie concluded

9:00PM Barbara's report (Curry SWCD)

- Discussed fact sheet
- Discussed potential project with Caley
- Curry SWCD office moved

9:06PM Barbara concluded

9:06PM Michael – Coquille Watershed Association

- Michael Hughes starts May 2nd full-time
- Not sure of his office hours
- Caley will reach out to him next week

9:08PM Michael concluded

9:09PM Mark adjourned the meeting

Signature of the Chairman

Date

Submitted by:

Caley Sowers

Date