



Coos Soil & Water Conservation District
379 North Adams
Coquille, OR, 97423
Phone 541-396-6879

Coos Soil and Water Conservation District
Regular Meeting Minutes
April 30, 2026
(Approved May 27, 2026)

Regular Meeting was called to order at 6:00PM

Board members present at office: Mark Villers, Ernie Newton, Adela Villers, Jonathan Morse, Cindy Gant

Board members present on Zoom/Telephone:

Absent board members:

Staff present in office: Caley Sowers, Modena Thomas

Staff present on Zoom:

Guests present in office: Justin Queen (CoqWA), Chris Claire (ODFW)

Guests present on Zoom: Sydney Paoli (NRCS)

6:00PM Mark called the meeting to order.

6:01PM Mark asked for comments on March 25, 2026 regular minutes

6:05PM Chris asked for copies of the minutes to be sent to him prior to the board meeting so he could check to make sure he does not say something wrong and stated that it could matter someday.

- Modena suggested Chris write a report to be submitted to the board, but he doesn't have time to do that.
- Board decided that minutes will be sent to Chris to look over.

6:06PM Adela motioned to approve the March 25, 2026 Regular Meeting Minutes. Jonathan seconded. All in favor. Motion carried.

6:07PM Chris will be sent a copy of the draft minutes.

7:04PM Finance Report – Caley

- Caley added a summary of the finance report in her staff report.
 - Summary gave an overview of the finance report.
- Funds were sent back to OWEB
- Caley is trying to move us away from using district funds then get reimbursed and start getting advance of funds to cover costs of projects.
- Grants hold 10% until project can be completely closed out

6:17PM Adela motioned to accept the March Finance Report. Jonathan seconded. All in favor. Motion carried

6:18PM Old Business: Introduce new hire

- Sammie Huffman introduced herself to the board.
- She gave her background.

6:36PM Adopt a Park

- Modena asked the board when they would like to do a day during this quarter.
- Jonathan spoke to Mark Denning regarding the boards.
- Saturday, May 9, 2026, at 9am to 11am.
- Jonathan will contact Mark to have the boards available.

6:37PM Letter from OWEB for NBWL return funds

- Caley passed out printed copies of her response to OWEB to board members.
- The board took time to read the letter.
- Caley discussed the tracking system.
- Starting to track contracts.
- Discussed what should be required to have on invoices from contractors.
- Caley explained how the funds were spent.
- Caley explained that the letter needs to be signed in order to send it to OWEB.
- Caley explained that we have a contract with Waterways for under \$40,000 that will be used once this letter is signed and sent off.
- Mark asked for any comments on the letter.

6:58PM Jonathan motioned to approve of signing the letter to OWEB regarding the funds for NBWL. Adela seconded. All in favor. Motion carried.

6:59PM New Business: Cunningham Lower Columbia contract

- Caley read the email between her and Lower Columbia representative (Jeff).
 - Split the cost
 - Amend the contract to extend to the end of the year
- Contract expired in June 2025.
- Caley explained the different tasks and what the district received and what it didn't.
- They overbilled the district by \$10,000.
- Caley explained the project permits needed and their fees.
- County may waive their fees.
- They do not want to refund any money.
- Caley would like to extend the contract to the end of the year.
- Permit support was discussed.
- No changes were made to the scope of work.
- County is match.
- Give up trying to get \$5,000 was decided.

- Chris would like to have a call with him, Caley and Mark and Lower Columbia.

7:27PM Adela motioned to approve extending the deadline to December 31, 2026 for the Cunningham Lower Columbia contract and amend the do not exceed amount to \$117,270.00 which has already been paid. Also amend the scope to include \$5000.00 of prepaid additional permitting support (this is credit and nonbillable). Cindy seconded. All in favor. Motion carried.

7:31PM New Business: Albertson/Gatov Phase II Engineering contract with Waterways

- Increased their rates so it is higher.
- Total for two projects is \$105,889.10.
- Need to review and approve the contract unless the board would like to have a project committee meeting.
- Board reviewed the budget.
- Increased billing rates were discussed.

7:45PM Adela motioned to approve the Albertson/Gatov Phase II Engineering contract with Waterways Consulting. Jonathan seconded. All in favor. Motion carried.

7:49PM Personnel Committee Meeting Minutes April 15, 2026

- Fix Fandel's name at 3:45PM (it has two L's in the minutes)
-

7:54PM Cindy motioned to approve the Personnel Committee Meeting Minutes for April 15, 2026. Ernie seconded. All in favor. Motion carried.

7:55PM Director Elections

- Everyone except Adela will be running.
- 2026 Soil and Water Conservation Director Explanation YouTube videos

8:01PM Staff Report – Caley

- Nothing new to add

8:02PM Staff Report – Modena

- Nothing new to add

8:03PM Safety Meeting

- Modena informed the board the landlord put two lights on the outside.

8:04PM Justin Queen – CoqWA report

- Introduced himself to Cindy
- CoqWa meetings on even months only on the third Wednesday of the month at the fire hall.

- Applying for a FIP with OWEB this year. Working with Caley on it.

8:08PM Sydney Paoli

- CREP enrollment ends May 1st
- Getting her federal government computer soon.

8:09PM Chris Claire – ODFW report

- Met with Sydney this morning.
- Gave tomato plant to Katie.
- Katie couldn't make it tonight.
- Clipping fish (107,000 fish in a day)
- Priority to do critical and important things
- Main things working on hiring Sammie, Lower Columbia problem, review Albertson Gatov budget, will submit other grants
- Control hunt tags until May 15th
- Prices have gone up
- Sports pack \$375

8:14PM Mark adjourned the meeting.

Signature of the Chairman

Date

Submitted by:

Modena Thomas

Date