



Coos Soil and Water Conservation District
 Regular Meeting Minutes-
 February 28th, 2019
 (Approved with corrections on April 25, 2019)

Board members present: Ernie Newton, Mark Villers, Adela Villers, Charlie Waterman, Dan Pierce

Absent board members:

Staff: Caley Sowers,

Guests present: Barbara Grant (Curry SWCD), Kyle Motley (CoqWA), Anne Campbell, Michael Clary (local landowners, potential new directors) John Fandel (CPA), Chris Claire (ODFW).

7:00PM Regular monthly meeting was called to order by Chairman Mark Villers

Review of January 24th Meeting Minutes

7:03PM Adela moved to approve the draft January Meeting minutes; Ernie seconded the motion, all approved (Dan abstained from voting since he was not present at the January meeting). Motion Passed.

Review of Monthly Treasurer’s report: John Fandel noted that we are continuing to stay on track with the budget. The District Operations Fund is slightly overspent, but this is partially due to the fact that we pay our office rent 6 months in advance. The Scope of Work capacity fund is slightly underspent, due to lower payrolls in January and February. Overall it does not look like we are in danger of handing back money at the end of the year, or of being significantly overspent.

7:06PM Charlie moved to approve the Treasurer’s report, Dan seconded the motion. All voted in favor, the motion is approved.

Review of SWCD Public Contracting Policy regarding personal services and A & E personal services specifically; and adoption of 10% administration cap policy

7:28 PM Charlie moved to adopt the 10% policy as written. Dan seconded the motion. All voted in favor, motion passed.

7:30PM Adela moved to adopt the SDAO Public Contracting Sample Personal Services Contract Policy, using the same price thresholds as recommended for A & E consultants. Dan seconded the motion; all in favor, motion passed.

Tidegate Stakeholder Engagement Project MOU review and discussion

7:50PM Dan moved to accept the MOU between CoqWA, CoosWA, and CoosSWCD, subject to an invoice threshold of \$1200. Charlie seconded the motion; all in favor, motion passed.

New Business:

Charlie opened the discussion of several House Bills up for consideration right now: HB 2958 (SWCD Director Elections) and HB 2020 (the Carbon Tax, or Section 31, “climate investment fund use”, provides

funding for projects that lessen greenhouse gases as planned and implemented by local governments and for investment in natural and working lands).

Discussion of the Oregon Agricultural Land Trust

SWCD Staff report and discussion of funding, feasibility of hiring an additional FTE employee, sending Kayla to CONNECT Training. We received a tuition scholarship of \$375 which covers most of the cost of registration. Other associated costs include lodging and mileage.

8:51PM Mark moved to approve sending Kayla to CONNECT as an official volunteer of the SWCD. She should fill out and sign a volunteer form prior to traveling to the conference. Charlie seconded the motion, all approved. The motion passed.

Caley also reported that Beth Pietrzak had contacted her recently about an Ag Water Quality compliance issue. Due to the relatively minor nature of the violation, and Beth’s currently busy schedule, she had asked if the District would be willing to send a ‘compliance letter’ to the landowners. Caley was concerned that the board would not feel comfortable doing this, as it could make the District come off as being semi-regulatory but said she would bring it to the board to make sure. Charlie responded that it is important that we follow existing policy and do as ODA has requested. We should be the ‘front line’ responders in these situations. Barbara suggested strong emphasis in the communication that the District is strictly non-regulatory. Caley said she would obtain some template language and send a friendly non-regulatory letter about the ag water quality plan and rules to the landowner.

Partner Agency Reports:

8:54 PM Barbara Grant CREP, FSA, NRCS Report (see printed report and handouts)

8:44 PM Kyle Motley discussed Coquille Watershed Association Program Manager’s Report

- Drinking Water Provider’s Partnership
- North Fork Riparian Project
- Winter Lake Monitoring
- Instream projects
- South Fork Coquille River

9:08 PM Chris Claire Fish & Wildlife Report

- Wildlife biologists collaring 28 elk to study their home range

9:30PM Meeting adjourned

Signature of the Chairman

Date

Submitted by:

Caley Sowers

Date



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Coos Soil & Water Conservation District Policy Revision

(February 28th, 2019)

On Indirect Costs in Sub-awards and Contracts:

The Coos Soil and Water Conservation District (Coos SWCD) receives grants that are commonly sub-awarded or contracted out to third parties. It is the policy of the Coos SWCD that these sub-awards and contracts provide a maximum in-direct cost rate percentage (%) equivalent to that received in the original grant to the Coos SWCD. In the case where in-direct funds were provided at a rate of 10% or less from the original grantor, sub-grantees or contractors may request up to 10% for in-direct costs upon approval by the Coos SWCD Board of Directors. This policy shall remain in place until repealed by the Coos SWCD Board of Directors.

On February 28th 2019 at 7:28 PM, Coos SWCD Vice Chairman Charlie Waterman moved to adopt the above policy as written. Secretary Dan Pierce seconded the motion. All directors voted in favor (none opposed), motion passed. Policy effective immediately.