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

Coos Soil and Water Conservation District
September Regular Meeting Minutes
September 23, 2026
(Approved October 28, 2026)

Regular Meeting was called to order at 6:03PM
Board members present at meeting: Mark Villers, Ernie Newton, Adela Villers, Jonathan Morse, Cindy Gant
Board members present on Zoom/Telephone:
Absent board members:
Staff present in meeting: Caley Sowers, Modena Thomas
Staff present on Zoom:
Guests present in meeting: Justin Queen (CoqWA), Chris Claire (ODFW)
Guests present on Zoom: Reg Pullen

6:03PM Mark called the meeting to order.

6:03PM Introductions

6:04PM Mark asked for comments on August 26, 2026 regular minutes.

- Finance report halfway down…. need to "be" paid

6:03PM Mark asked for comments on September 3, 2026 special meeting minutes.

- Under Beth's second bullet "off-stream"
- Extra zero under Jonathan's motion $222,100"0"
- Add at that the 4:28PM "Project was below the prevailing wage threshold.
    - Below the public works bond threshold.
- At 4:20PM add bullet point "The board agreed that the performance bond could be waived because payment could be denied along the way if the work is not being completed."
- Fixed 3:32PM to 4:23PM

6:14PM Adela motioned to approve August 26, 2026 Regular Meeting Minutes and September 3, 2026 Regular Meeting Minutes with above corrections above. Jonathan seconded. All in favor. Motion carried.

6:16PM Finance Report – Caley

- Caley went over the finance report summary with the board.
- Additional funds have been received in September.
- Low cash on hand.

- Summary shows decrease month to month.
- Deliverables need to be completed in order to receive funds.
- Example: needed to wait for county to complete their deliverable for us to get funds.
- Capacity payment received.
- Noble Creek payment received.
- Final funds request for Noble Creek submitted.
- Coos Basin Water Quality Monitoring payment received.
- Money ($71,624.03) received in September.
- Advances allow district more of a cushion, rather than fronting the district's money.
- Expenditure was under $500,000 so we do not need a full audit this year.
- Mark asked about Corporate Activity Tax. Caley stated we are not subjected to that.

6:23PM Jonathan motioned to accept the August Finance Report. Cindy seconded. All in favor. Motion carried.

6:24PM Waterways Engineering contract expired for Winter Lake Phase III.

- Caley stated we have about $11,000 left on contract.

6:28PM Jonathan motioned to extend the Waterways Consulting Engineering contract for Winter Lake Phase III to January 30, 2027. Adela seconded. All in favor. Motion carried.

6:28PM Sign Engagement Letter for Agreed-Upon Procedure (AUP)

- Discussed the letters and what was needed.

6:40PM Adela motioned to approve signing the engagement Financial Statement and the Agreed-Upon Procedure letters to have Grimstad CPA do the Financial Statement and the Agreed-Upon Procedure for the stated amounts of $3800 and $3400. Cindy seconded. All in favor. Motion carried.

6:44PM Discussion of the Annual Meeting.

- Discussed changing the date to the week prior. February 18, 2027 (Thursday)
- Modena will call OSU to change the date of the room for the meeting.

6:47PM Update on interviews

- Caley informed the board of the candidates.
- Caley has the authority to hire her choice.

6:50PM Staff Reports – Caley

- Lots of permitting work.
- Caley discussed her meeting in Roseburg regarding ODFW technical assistance.
- This has been a busy week.
    - Today (Wednesday): Interviews all day, board meeting.
    - Thursday: site tours for the review team.
    - Friday: will be back at Albertson/Gatov for soil testing/digging.

- Permitting and increased costs discussed.
- Discussed finishing contract with Waterways and apply for PFA and/or OWEB for a second TA for Randolph Island.
- Need to wrap up the EF SIA: monitoring report needs to be completed.

7:02PM Staff Reports – Modena

- 411.ORG: the district received a phone call regarding the upcoming election from VOTE411.org. They are an information resource provided by the League of Women Voters Education Fund. They requested the board members contact them to answer questions posed by the public. The board was given the information.

7:05PM Safety Meeting: nothing new to add.

7:06PM Justin Queen (Coquille Watershed Association)

- Waterfall project will start soon.
- Two new staff members (Jaycee and Hannah)
    - Fully staffed now
- Russel Creek Culvert completed.

7:10PM Chris Claire (ODFW)

- Helped with interviews
- Check anglers at Bullards last weekend
- Working with Caley on multiple projects

7:13PM Mark adjourned the meeting.

Submitted by:
Modena Thomas