



*Coos Soil & Water Conservation District  
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Coquille, OR, 97423  
Phone 541-396-6879*

Coos Soil and Water Conservation District  
Meeting Minutes  
October 22, 2025  
(Approved December 3, 2025)

Regular Meeting was called to order at 6:00PM

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

Board members present on Zoom/Telephone:

Absent board members:

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

Staff present on Zoom:

Guests present in office:

Guests present on Zoom: Chris Claire (ODFW)

6:00PM Mark called the meeting to order.

6:01PM Mark asked for comments on September 25, 2025 regular minutes.

**6:00PM Cindy motioned to approve the September 25, 2025 Regular Meeting Minutes. Ernie seconded. Motion carried**

6:01PM Finance Report – Caley

- Caley explained the finance report
- Balance is a month behind. Goes to the end of September.
- We received our SOW payment (carry-over of negative balance)
- \$2,594.00 received SOW payment on 10/03/25
- Albertson and Gatov: going to do a funds request
  - Might possibly be able to get the funds even though the government is shutdown.
- Spent last month doing clean up on the finance report.
- Doing funds requests to get caught up
- NF/EF SIA just received \$31,313.38
- Noble Creek, Randolph Island and NBWL: asked for extensions
- Cunningham PFA: applied for extension
- Abby is working on answers for Cunningham PFA extension
- Noble Creek OWEB has not been billed to at all yet.
- NBWL: need to send funds back to OWEB
  - Wanting to swap out the tidegate door
  - Working with Waterways for monitoring
  - Received an additional \$10,000 invoice from Waterways

- Wrapping up some of the small grants

**6:13PM Cindy motioned to accept the September Finance Report. Jonathan seconded. Motion carried**

6:14PM Old Business: Adopt a Park

- Modena let the board know that there will be a work day this upcoming Saturday, October 25, 2025 from 10am to noon.
- The group will be working on putting down bricks and requested people bring shovels. They will also be working on ivy removal but possibly blackberry removal.
- Modena and Strayer have been out collecting garbage so we have two hours towards our 20 hours for this quarter.

6:17PM Set November and December meeting dates.

- The board decided to combine the November and December meeting to one meeting and have it on.....

**6:19PM Adela motioned to have the next meeting on Wednesday, December 3, 2025 at 6pm. Ernie seconded. Motion carried.**

6:21PM Waterways contract amendment for Winter Lake Phase III

- Caley updated the board on the budget and tasks completed.
- We need to finish tasks 4.1, 5.1, 5.2 and 6. (\$30,000.00 roughly)
- Should not exceed \$185,857.60
- Remove language (excluding Task 4.2)
- Only goes to the end of January 2026.
- Update tort liability limits
- Scope is the same
- Waterways already signed it
- It was reviewed at the project committee meeting
- Same language that has been used in past

**6:29PM Jonathan motioned to approve the Waterways contract amendment for Winter Lake Phase III. Cindy seconded. Motion carried.**

6:36PM Noble Creek discussion

- Caley received the Noble Creek Phase III contract
- Caley will complete the contract as long as the board approves what the project committee approved

**6:34PM Adela motioned to approve the Noble Creek Phase III Waterways contract that was approved by the Project Committee at the last project committee meeting. Cindy seconded. Motion carried.**

6:35PM ORS 279C.110 Selection procedures for consultants to provide services

- Caley explained to the board the process we follow and what the issues are with the process we have been following.
- Caley had a conversation with SDAO and received information about what we are supposed to be following.
- Caley printed out handouts for everyone with information on what needs to be done.
- Needs to have specific language
- Cannot use financials as base to consider which company we choose
- We can ask for a workplan but not budget
- If over \$100,000 QBS procedure needs to be followed (information in handout)
- Negotiations is the next step

6:46PM PFA Funding discussed.

- Caley read the letter regarding the PFA funding
- Caley wants to send it to OACD
- As a SWCD, we cannot lobby
- Caley explained what the district cannot do and what the district can do.
- Recommended approach: Caley modified the letter and removed anything that was persuasive. Made it objectively about the funding without trying to persuade.
- Advocacy letter discussed
- Drafted a sample resolution
- We only have OWEB and PFA funding right now with the federal funding being limited now.
- Caley stated 3 of the 4 pages are fine
- Mark asked if Caley could add what the PFA funding has already been used to help the district (Cunningham PFA grant).
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**7:07PM Mark read the Board Resolution – Authorization for Informational Letter on the Private Forest Accord (PFA) Program.**

**7:10PM Mark motioned to approve the Board Resolution – Authorization for Informational Letter on the Private Forest Accord (PFA) Program as read. Resolution passed.**

7:11PM Discussion continued about when to send the letter. Chris stated as long as it is sent by December, it should be on time. Mark has copy of resolution to sign.

7:12PM Staff Reports – Caley

- Did a presentation for the ODFW fish passage task force. Caley read email from Greg Apke.
- Will be presenting at State of the Coast (NBWL presentation)

7:20PM Staff Reports – Modena

- Working on annual report/meeting

7:22PM Staff Reports –Abby

- Attended Coos Basin FIP meeting

7:25PM Safety Meeting

- Nothing new for safety meeting

7:25PM Chris (ODFW)

- Is hunting in Eastern Oregon.
- Will be doing spawning surveys when he returns.
- No more fishing in any bay.
- Season was mediocre.
- Been helping Caley navigate Winter Lake Phase III.
- Money from firearms tax discussed.

7:35PM Mark adjourned the meeting.

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Signature of the Chairman

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Date

Submitted by:

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Modena Thomas

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Date