



*Coos Soil & Water Conservation District
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Coos Soil and Water Conservation District
Regular December Meeting Minutes
February 24, 2022
(Approved March 24, 2022)

Regular meeting was called to order at 7:00PM

Board members present at office: Mark Villers, Ernie Newton,

Board members present on Zoom/Telephone: Michael Clary, Charlie Waterman, Cindy Gant

Absent board members: Adela Villers

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

Staff present on Zoom:

Guests present in office: Chris Claire (ODFW)

Guests present on Zoom: Katie Woodruff (NRCS), Barbara Grant (Curry SWCD)

7:00PM Mark called meeting to order

7:00PM Modena read who was present in office and on Zoom

7:01PM Mark asked for comments on Annual Meeting minutes and regular December meeting minutes.

7:02PM Ernie motioned to approve Annual Meeting December 2, 2021 minutes. Michael seconded. All in favor.

7:03PM Ernie motioned to approve December 2, 2022 minutes. Cindy seconded. All in favor.

7:03PM Brief discussion regarding January 13, 2022 Project Committee Minutes

7:05PM Mark motioned to approve January 13, 2022 Project Committee Minutes. Cindy seconded. All in favor.

7:06PM Caley discussed the finance report

- Potentially the need to approve a mid-year budget
- Grants the run multiple years shows total budget, not yearly budget
- Fiscal year budget would be best
- Will give more information next month

7:18PM Charlie motioned to approve Treasurer Report. Ernie seconded. All in favor.

7:19PM Old Business – hiring policy

- Charlie thinks hiring committee should narrow it down then the full board interviews the top 3 candidates for staff members.
 - **Personnel committee selects 2-3 top candidates, which are then interviewed by the full board and a final candidate is selected by the board.**

7:25PM Charlie motioned for personnel committee selects 2-3 top candidates, which are then interviewed by the full board and a final candidate is selected by the board. Ernie seconded. All in favor.

7:26PM SAP for Coho recovery in Coos Basin

- About four years ago, SWCD approved participation
- Formed Coos Coho Basin Partnership
- Specific grant from OWEB – pre-approval needed to apply and already need an action plan in place
- MOU needed in order to be member of Coos Coho Basin Partnership
- We will potentially be responsible for hosting meetings
- We will be contracted for water quality monitoring

7:32PM Caley concluded and asked for comments on SAP

7:34PM Mark motioned to approve MOU Coos Coho Basin Partnership. Ernie seconded. All in favor.

7:34PM Noble Creek Engineering contract

- Caley recapped minutes from project committee
- Charlie wants confirmation of what is being approved
 - Caley stated phase 1 is being approved
- Charlie thinks page 2 #8 regarding invoices being paid in 60 days should add “upon receipt of grant”
- Mark clarified we have the money prior to the 60 days
- Caley stated we need to be responsible for funds. Grant payments are received fairly fast.
- Waterways sends invoices after work is completed
- Possibly change to 90 days but have to request a change to the contract
- Charlie informed the board that he has been with the watershed in the past and needed to get a loan in order to cover contracts in order to pay contracted services.
- Mark state OWEB pays promptly
- Caley informed the board any changes to the contract would require a contract amendment
- Review committee approved the current contract
- Michael and Charlie discussed funds
- Caley explained the district has \$180,000 secured funds with \$5000 already received in the bank

- Discussion regarding how district receives funds and pay invoices
- Charlie clarified that only contracts need board approval, not individual invoices
- Caley will contact Waterways regarding change to contract
- Caley suggested making a policy instead of putting changes into contract
- Chris stated normal expectation is two weeks rather than 60 days
- Caley pointed out page 1 item #2
- Caley discussed having a policy regarding what the committee recommends
- Mark explained the District is already covered by page 1 item #2
- Chris suggested the contract state to refer to page 1 item #2 paragraph

8:05PM Mark motioned to approve the Noble Creek Engineering contract with specific changes noted with Waterways with terms of payment and corrected version. “Approved invoices shall be paid in full within 60 days of receipt thereof subject to the conditions of section 2.” Ernie seconded. All in favor.

8:07PM North Bank Working Landscape Engineering Contract

- Caley added same language as the Noble Creek Engineering contract
- Mark confirmed this is phase 2
- Construction oversight
- Includes scope of work details

8:09PM Ernie motioned to approve North Bank Working Landscape contract with the same language change as Noble Creek Engineering contract. “Approved invoices shall be paid in full within 60 days of receipt thereof subject to the conditions of section 2.” Mark seconded. All in favor.

8:11PM Randolph Island Project

- Caley explained land recently purchased by new owner
- New owner is interested in doing wetland enhancement and riparian repair
- Owns ½ of the island
- Haven’t spoken to other landowners
- Can do projects without interfering with other landowner’s land
- Continuation of estuary projects already doing
- Chris explained some options for enhancement
- Charlie asked about cost
 - No cost information at this time
 - Possibly have an estimate in March
- Charlie thinks it is a great project
- May 2nd is the deadline
 - Draft by next meeting

8:19PM Board indicated board consensus to approve moving forward with Randolph Island Project

8:20PM Civil Rights – Katie (NRCS)

- Modena will send to board members for signatures and return completed signed page to Katie

8:21PM Staff Reports – Caley

- Discussed site visit
 - Erosion issues are quite extensive
 - Unsure of cause of erosion
 - Originally not doing full dike repair and now in need of full dike repair
 - Chris explained more in depth regarding the rebuild of the dike
 - Amendment to permit to be submitted
 - June 30, 2023 Business Oregon

8:28PM Caley concluded

8:28PM Staff Report – Andrew

- SIA Monitoring – received \$36,000 in additional funding
- Fence posts are in at Lampa Creek
- Contractor should be there next week to complete
- Planting plan
 - Willows - 2nd week of March
 - No trees after 10th of April
 - Potentially plant in Fall if needed
- Water quality monitoring over 6 years with 20 projects
 - Coos WA will contract with us to do monitoring
- Helped Chris & Caley place loggers

8:32PM Andrew concluded

8:33PM Staff Report – Modena

- Nothing new to add to written report

8:33PM Modena concluded

8:33PM Safety Meeting

- OSHA posters updated

8:34PM Katie – NRCS – see attached report

- Local work group meeting – next Wednesday 5:00PM to 7:00PM
 - Asked for involvement
- 5 applications for water quality submitted – 2 approved
- Engineers working on tidegate design
- PL566 Program discussed
 - Caley asked for examples of how it would work with SWCD/Watershed being partner

8:47PM Katie concluded

8:47PM Barbara's Report – CREP – see attached report

- Monitoring 18 of 21
- One problem contract but worked through to resolve problem
- Continued with check list and stream review
- Charlie complimented Barb on graphs and comparisons

8:50PM Barbara concluded

8:50PM Mark showed 18 second video

- Elk Creek in Elliott State Forest
- 500 Coho in one pool

8:52PM Chris Claire's Report – ODFW

- Coordination with Coos SWCD
 - Lampa Creek fence with Andrew
 - Potential violation downstream from project
 - Water level loggers with Andrew
 - RFP's and contract review with Caley
 - Fall Chinook in the Coquille
- Charlie requested for Coho numbers for progress
 - Chris can have Caley email latest report
 - Chris discussed what he can show at the next meeting

8:58PM Chris concluded

8:58PM Charlie discussed Forest Accord Law being passed various committees this week which takes a percentage of land for fish habitat

- Going to hit the coast significantly
- Will affect future generations

9:04PM Charlie concluded

9:04PM Mark adjourned the meeting

Signature of the Chairman

Date

Submitted by:

Caley Sowers

Date