



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

Coos Soil and Water Conservation District Regular Meeting Minutes
April 18, 2013

Regular monthly meeting was called to order at 7:00 p.m. by Chairman Mark Villers.

Board members present: Charlie Waterman, Mark Villers, Ernie Newton (7:45), Steve Scheer, Beau Allen, and Dan Pierce.

Absent board members: Empty zone 5,

Staff: Dawn Weekly

Guests present: John Fandel (CVA) and Eric Nusbaum (ODA)

7:03-7:05 Introductions: introductions between Eric and the new board members.

7:05-7:06 Minutes: Mark asked if anyone had any question or comments on the minutes, none. **Steve motioned to approve the minutes as presented Charlie seconded the motion. All in favor, the motion passed.**

7:06-7:09 Treasury Report:

John said that we met the bench mark we needed to be able to request the 4th qtr funding from ODA. No other questions. **Charlie motioned to accept the Treasury Report as presented, Steve seconded. All in favor, the motioned passed.**

7:09-7:25 Agency Reports

NRCS –Amy could not make it but gave dawn handouts for with information on project numbers that look to be funded for the year with the last sign up. (will be attached to office copy)

ODF&W- Dawn said that Chris called her and asked to not attend. Lots of things are going on with the recent event that happened. He did note that they saved a stray bear cub from the beach.

OSU-Extension – N/A

CWA- Ernie acknowledges the accident that involved Kristle and her funeral would be Tuesday at 1 pm. Kelly will be emailing out details. Bruce Follansbee has offered to temporarily help with the projects that are underway until they get a new person hired.

ODA- Eric will present later in the meeting.

Weed Board- Steve said that there were 27 signups for approximately \$8,000 on 1532 ac. roughly 1200 ac were in the Coquille watershed.

FSA-No one attended

Staff Reports:

WTS- Dawn Weekly- Dawn went over upcoming deadlines, permits that came in, and general info. A complete report will be attached with meeting minutes in office. Charlie noted that the amount of equipment that the District is accumulating we should check on insurance. He asked if the new printer was added to the inventory list, Dawn said it has.

Old Business:

7:25p.m-7:50p.m

- a) NRCS MOU for computer access to GIS and other project planning tools. Charlie opposed the idea of a MOU for various reasons including back ground check, time spent out of office, and feels that there are enough resource available on line. **Charlie motioned to not approve the MOU with NRCS. Steve seconded the motion. All approved the motioned passed.**
- b) Coos County Weed Board MOU to participate as a funding source and technical assistance on projects. **Charlie motioned to approve the MOU with Coos County Weed Board. Steve seconded the motion. All approved the motioned passed.**

- c) Chapter 1 & 2 Revision of the handbook- Charlie stated that he did not like the format in which the revisions were presented. He would like to see the entire handbook retyped with proposed changes in it and then sent to the board members for review. Dawn stated that this is something she works in as she has time and thought it might be better to review 1-2 chapters at a board meeting until done. Charlie disagreed. **Charlie motioned that Dawn complete the entire handbook based on the changes he has provided her with and present to the board for review. Steve seconded the motion. All approved the motion passed.**

New Business:

7:50 p.m. – 9:55 p.m.

- a) **Public Comment**-None
- b) **ODA Presentation**- Eric Nusbaum gave a power point presentation on Directors Powers and Responsibilities and Ethic for Public Officials. He also had handed out Oregon Government Ethics Law- a guide for public officials and 2011 edition of chapter 568 of Oregon revised statutes. The packet also contained quick reference fact sheets: Effective Board Meetings, District as Employer, Financial Management, Public Records Law, Public Meeting Law, Ethics for Public Officials, and Directors Powers and Responsibilities. After the presentation Eric answered a few question and scenarios on potential conflict of interest and actual conflict of interest.
- c) **Budget adjustment proposal**- Dawn has been working with Heather from ODA to better understand how to use the additional allocated monies the District received. These funds were provided to help the district with operations outside the scope of work but within the annual work plan. Some item would be rent, accounting, audits, personnel, etc. Dawn Proposed to move the funds over to the District Operation budget to help cover the remaining cost of District operation for the remainder of the year. Charlie had some reservation on the proposal and an open discussion on how the fund would be helping to support the district. Dawn indicated that in the upcoming budget proposal ODA has combined the two totals into one request for District operation funds. Dawn reassured the board that the proposal paper she handed out was just a visual aid and the financial statement would remain the same just combine the district operation and the current Water Quality budget. **Charlie moved to approve the budget adjustment to combine the two sums into one and retain up to date amounts spent. Beau seconded the motion. All approved, motion passed.**
- d) **Coos Watershed Association matching funds proposal**- Jon Sauder sent Dawn a proposal to share with the board the day of the board meeting. Dawn gave copies to the board members. Mark Villers stated that he was a resident of this project area and he had a potential conflict of interest with the project. The board took a few minutes to look over the proposal and Mark had a few comments on the project. Jon will be submitting a Large Grant to OWEB on Monday and needs to know if Coos SWCD will be a matching partner by tomorrow morning. There was no budget or firm indication on what the matching funds would be used for. The Board had reserve on funding the project without additional time to review the proposal and see a budget. The Board likes the looks of the projects but felt they needed more time to review information. **Charlie motioned to not fund the project. Ernie seconded the motion. All approved, motion passed.**
- e) **Small Grant Application** –Dawn presented the culvert replacement/ off channel watering project to be submitted to the Small Grant Team for funding. Total estimated project cost \$30,295, small grant request \$10,000. Project to include replacement of existing failing culvert with 7’x 30’ culvert and install 3 water troughs. **Ernie motioned to approve submitting the project to the Small Grant Team to review for funding. Charlie seconded the motion. All approved, motion passed.**

- f) **Focus Area-** dawn presented a brief overview of the focus area meeting that was held April 11, 2013. Attendees helped review possible areas and narrowed the results to Rowland Creek Watershed or Myrtle Creek Watershed. After reviewing with the board potential vs. actual land owner and other agency participation **Charlie motioned to select Myrtle Creek watershed as the 2013-2015 Focus Area. Ernie seconded the motion. All approved, motion passed.**
- g) Charlie brought up the email from ODEQ regarding their participation in the National Aquatic Resources Surveys, using randomly selected survey sites across the state. They were requesting participation from local agencies. The information they were requesting was needed by the 25th. Discussion on the item and it determined that Dawn not follow up with the request at this time.
- h) Next meeting is **May, 23 2013** at the Coos County Annex, in Coquille at 7p.m.
- i) No addition business or comments meeting adjourned 9:55pm.

Ratified by the Board of Directors:

Signature of the Chairman

Date

Submitted by:

Dawn Weekly

Date