



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

Coos Soil and Water Conservation District
Regular Meeting Minutes
September 28, 2023
(Approved October 26, 2023)

Regular Meeting was called to order at 7:04PM

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

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

Absent board members:

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

Staff present on Zoom:

Guests present in office: Katie Woodruff (NRCS), Chris Claire (ODFW)

Guests present on Zoom: Barbara Grant (Curry SWCD)

7:04PM Mark called the meeting to order.

7:05PM Mark asked for comments on August 2023 minutes.

- Typo – remove “that” 7:22PM bullet #4
- Remove “March” from title

7:07PM Adela motioned to approve the August 31, 2023 meeting minutes with above changes. Cindy seconded. All in favor.

7:10PM Finance Report – Caley

- Caley & Modena working continuously on funds requests
- Discussed interest in treasury account
 - 120 days advance
 - Up to 60% of total grant advance
- Waiting on multiple grant payments
- Charlie asked about employee benefits
 - Put in the wrong column (ODA vs Actual)
 - Dist Op vs Actual
 - Small supplies & materials budget
 - Large influx into General Fund coming soon

7:17PM Caley concluded.

7:17PM Adela motioned to accept the Finance Report. Ernie seconded. All in favor.

7:18PM Chronicle Heritage (Paleowest) NBWL’s Change of Order

- Caley updated board on project
 - Permits discussed

- Archeological findings discussed – site is high risk
- Coquille Tribe
- Project shut down for three weeks
 - Started billing on August 30, 2023
- \$12,000 change order for Biohabitats
- Chronicle Heritage change order \$49,302.40
 - Discussion of change order
 - Mark suggested having inadvertently discovery clause in future contracts
 - Mark suggested to send it back to them to get a line item statement
- District needs to pay mitigation
 - Report of how district will do better in the future
 - Kiosk down river in future discussed
- All board members agree to have Caley contract Chronicle Heritage to obtain line-item breakdown for the \$30,215.00 charge.
 - Charlie added the high cost is “out of reason”

7:42PM Caley concluded

7:42PM Annual Meeting

- Caley has a phone call meeting with Grimstad & Associates and will get an estimate of time when the audit will be completed

7:44PM Concluded

7:44PM Sitkum Riparian Planting Project – Abby

- Erosion on property
- Planting will be done
- Landowners might hay
- Plant vegetables
- Landowners want to put a cabin on the property
- Barbara commented regarding a potential larger grant
- Andrew discussed project
- Barbara offered a letter of support

7:54PM Ernie motioned to approve to apply for the small grant for the Sitkum Riparian Planting Project. Cindy seconded. Charlie abstained. Motion passed.

7:55PM Long Range Business Plan (LRBP)

- Caley informed the board that it needs to be finalized, approved and submitted to ODA by the end of this calendar year.
- Caley suggested to get a draft to the point that the committee is happy with it then put it to the board for their approval.
- Section 6 is unfinished
- Caley, Cindy and Michael discussed how to complete the LRBP
- Caley will send a doodle poll for committee to meet

8:05PM Caley concluded

8:05PM Staff Reports – Caley

- Working on NBWL project
- Spending time grant writing (end of October deadlines)

8:06PM Caley concluded

8:06PM Staff Reports – Andrew

- Water quality monitoring grant
- Lower Coquille SIA – fence, planting and watering troughs
- Bear Creek – small grant for planting
- North Fork / East Fork SIA
 - Met with landowners
 - Fencing/planting project
 - Abby and Barbara are working on the project
- Landowner referred by Beth (ODA)
- Worked with Chris
- Discussed what OWEB will and will not fund
- Llewellyn Creek
- Monitoring at North Fork / East Fork SIA
 - Will reach out to landowners
- Current lab is more detailed with results than CTCLUSI

8:18PM Staff Reports – Modena

- Funds requests discussed

8:19PM Staff Reports – Abby

- Alternative options on Sitkum Lane
- Working with Barbara
- Planning a willow workshop – propagate and planting willows
- Volunteers for planting projects

8:21PM Safety Meeting

- Construction stopped
- No new safety concerns
- Work truck starts every time with new switch

8:22PM Safety Meeting concluded

8:23PM NRCS Report – Katie

- Government shutdown
 - Will come in Monday to shutdown everything if it happens
- Tidegate and Cranberry CIS

- Jordan is leaving her position – possible replacement is 3 months out
- November 17, 2023 is deadline for EQUIP
 - Email prior to November 17th to be considered before deadline
- Does not want to schedule any site visits at this time

8:33PM Katie concluded

8:33PM CREP Report – Barbara

- Will be working through the shutdown
- Alternate email will be used during shutdown
- Waiting on funds in Curry
- Recruiting for new water quality monitor
- CREP – Washington state canceled contracts
 - Does not affect Oregon
 - SWCD TA involved
- CREP rates explained – annual payment
- Caley discussed difficulties getting landowners to enroll in CREP
- 35-foot setbacks

8:43PM Barbara concluded

8:43PM Coquille Watershed Association

- Michael – no updates
- Mark – finished project on Sandy Creek
- Chris – discussed Coaledo project

8:44PM ODFW Report – Chris

- Winter Lake Phase III
- Worked on NBWL project
- Hatchery fish – 70 died
 - Gave to food banks
- Met with Abby
- Floodplain pond
- Elk damage
- Beaver damage

8:51PM Chris concluded

8:51PM Mark asked for final comments

8:52PM Mark adjourned the meeting.

Signature of the Chairman

Date

Submitted by:

Caley Sowers

Date