



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

Coos Soil and Water Conservation District  
Work Session Meeting Minutes  
September 24, 2020  
(Approved on October 22, 2020)

Work Session meeting was called to order at 7:06 PM

Board members present at office: Ernie Newton

Board members present on Zoom: Michael Clary, Charlie Waterman

Absent board members: Dan Pierce, Mark Villers, Adela Villers

Staff present in office: Caley Sowers, Modena Thomas, Mariel King

Guests present in office: Chris Claire (ODFW)

Guests present on Zoom: Katie Woodruff (NRCS)

7:05PM No quorum

7:05PM Charlie called meeting to order

7:06PM Stated who was in the office and who was on Zoom call

7:06PM Katie Woodruff introduced herself and discussed her report

- Will be moved to town mid-October

7:15PM Charlie informed everyone this is a work session meeting and there will be no votes taking place.

7:15PM Charlie asked for any comments on the August annual meeting minutes – no comments

7:15PM Charlie asked for any comments on the Treasurer Report

- Charlie asked about balance and where we stand in terms of incoming and outgoing funds
  - Caley informed the board that payments will start coming in over the next week and we do have roughly a \$20,000 reserve
- Michael asked about a transfer
  - Caley explained the process of transferring money
- Michael asked about two charges
  - Reimbursement for fire extinguisher (office expense)
  - NB Working Landscape – needs to be put under different category
    - Caley will contact Fandel to make correction
- Charlie asked about travel & mileage on Dist Op
  - Caley explained its above normal

7:30PM Old Business

- Pay raises for staff
- Small grant window starts October 1, 2020
  - 3 riparian rough draft applications in SIA/focus area are ready

7:33PM Financial Review discussed

- Cost - \$5,000
- Charlie stated to start putting it in the budget each year from now on.

7:40PM NWQI Deliverables discussed

- Caley explained contracts
- Four deliverables
  - John has 5 deliverables due to splitting one into two
- Caley has submitted the first deliverable
- John is nearing the second deliverable

7:48PM Draft PMEP application grant

- Caley explained the additional funding
- Deadline is October 30, 2020

7:51PM New Business

- OWEB project site tours are unable to be done in person.
  - Caley has Zoom presentation on October 20, 2020

7:52PM Staff Report – Caley (see attached)

- Charlie prefers Caley focus on the first two projects rather than the third one.
- Caley will email projects to board members

8:10PM Date for next project committee meeting

- Possibly first week in October
- Caley will check on the timeline of when its open and email everyone tomorrow (09/25/20)

8:14PM Caley concluded

8:14PM Safety meeting

- Eric (ODA) has offered one on one board training over Zoom
- Possibly new board member after upcoming election

8:17PM Chris Claire (ODFW) report

- Bear trapping
- Killed 3000 bass
- Working on a failed tidegate
- Trapped mosquitos

8:18PM Chris concluded

8:18PM Caley suggested the board members contact the office if they can or cannot make the board meetings.

- Charlie stated Directors will notify the office staff a day before the meeting to state if they will or will not be attending the meeting the following day.

8:23PM Charlie adjourned the Work Session Meeting

\_\_\_\_\_  
Signature of the Chairman

\_\_\_\_\_  
Date

Submitted by:

\_\_\_\_\_  
Caley Sowers

\_\_\_\_\_  
Date