



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

Coos Soil and Water Conservation District  
Regular December Meeting Minutes  
June 30, 2022  
(Approved July 28, 2022)

Regular meeting was called to order at 7:01PM

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

Board members present on Zoom/Telephone:

Absent board members: Michael Clary, Charlie Waterman

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

Staff present on Zoom:

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

Guests present on Zoom:

7:01PM Mark called meeting to order

7:01PM Introductions

7:03PM Mark asked for comments for June 2, 2022 minutes.

**7:04PM Adela motioned to approve June 2, 2022 minutes with changes made. Cindy seconded. All in favor.**

7:06PM Treasurer Report

- Caley explained changes to the budget/finance report
- Corrections still need to be made by accountant
- Still a work in progress to find the most efficient way to distribute to the board
- Noble Creek needs funds sources separated
- Chris asked about ODFW funds being separated
- July 15<sup>th</sup> – quarterly reports are due

7:15PM Caley concluded

**7:16PM Adela motioned to approved Treasurer Report. Cindy seconded. All in favor.**

7:17PM North Bank Working Landscape

- Caley updated the board regarding past bid being raised beyond budget
- Put back out to bid – no new bids as of board meeting
  - 7 showed up for bid tour
  - 3 backed out
  - Lindstrom backed out
- Caley explained next steps

- Tidegate & Culvert being delivered next week
- Revise RFB to 2023 and leave it open
- Discussed future plans for project with grant funding
- \$135,000 extra received from ODFW funds
- Engineering costs doubled
- Permitted to begin digging on July 11<sup>th</sup>
- New permit needed from DSL (\$1500)

7:31PM Caley concluded

7:37PM Annual Budget

- Caley explained last year's budget to where we are this year
  - Capacity Funding
  - General Fund
  - SIA
  - SOW and Dist Op
  - Grant Funds
- Discussed hiring tech part-time to assist Andrew
- Board will wait to approve budget until Charlie and Michael to review budget
- August 6<sup>th</sup> – OWEB rankings released
- Caley explained grants statuses
- Need to draft a job description to hire tech
- Caley gave more of a breakdown of the annual budget

8:00PM Caley concluded

8:01PM Board will look at approving Annual Budget at August meeting, if not before.

- Caley will send Annual Budget to Charlie and Michael

**8:06PM Adela motioned to table Annual Budget until the next meeting. Ernie seconded. All in favor.**

8:07PM Employee access to online banking discussed

- Only wants view only access

**8:20PM Ernie motions to approve District Manager to have view only access to online banking. Cindy seconded. All in favor.**

8:21PM Staff Reports – Caley – see attached

- Picked up printer from Florence
  - Need more toner
  - Possibly able to sell toner from previous printer online
- OWEB site visit canceled
- Discussed project
- Possible additional \$14,000 for SIA's

8:37PM Caley concluded

8:37PM Staff Reports – Andrew - see attached

- Discussed blocking goats from going in neighboring property
- Goats are now out of the creek channel
- Trees are thriving
- Coos WA applying for \$12 million water quality monitoring – Coos SWCD could potentially get up to \$300,000 with \$200,000 for staff time
- Attended mussel training
- North Fork was approved for \$25,000
- Monitoring samples being driven to Gold Beach

8:57PM Andrew concluded

8:57PM Staff Reports – Modena – see attached

- Approval of district credit card
- Legal notice being sent to paper for upcoming director elections
- Will start paying monthly bills with credit card
- Will research what is needed for direct deposit payroll
  - Cut down on driving to get check signatures
- SIA & Stalley fund requests will be sent 07/01/22

9:01PM Modena concluded

9:01PM Andrew discussed NWQI deliverables

9:05PM Andrew concluded

9:05PM Safety Meeting

- Parking lot has been paved – no more potholes

9:07PM Katie Woodruff's Report (NRCS) – see attached

- District will possibly be charged \$300 to have a table at the Coos County Fair 2022
- Katie offered to share a table with district - Modena & Katie will work together to figure out if we need to share a table.

9:11PM Katie concluded

9:11PM Chris Claire's Report (ODFW)

- Discussed shocking small mouth bass

9:15PM Chris concluded

9:15PM Caley discussed

- Quotes for project
- Scoring sheet
- Need project committee meeting
- Minutes from October 2021
- Would like to do contract with Waterways
- Gatov project discussed
- Score sheet needed prior to awarding contract

9:20PM Caley concluded

9:21PM Meeting adjourned

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Signature of the Chairman

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Date

Submitted by:

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Caley Sowers

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Date