



Coos Soil & Water Conservation District
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Phone 541-396-6879

Coos Soil and Water Conservation District
Meeting Minutes
December 3, 2025
(Approved January 28, 2026)

Regular Meeting was called to order at 6:05PM

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

Board members present on Zoom/Telephone:

Absent board members:

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

Staff present on Zoom:

Guests present in office: Eric Nusbaum (ODA), Barbara Grant (CREP), Sydney Paoli (CREP), Katie Woodruff (NRCS), Chris Claire (ODFW)

Guests present on Zoom: Jeff Rola

6:05PM Mark called the meeting to order.

6:05PM Introductions

6:08M Mark asked for comments on October 22, 2025 regular minutes.

6:08PM Jonathan motioned to approve the October 22, 2025 Regular Meeting Minutes. Adela seconded. All in favor. Motion carried

6:09PM Finance Report – Caley

- Caley explained we don't have a November finance report
- Submitted multiple funds request including:
 - Cunningham
 - Lee Valley
- Grant balances with negative totals: Caley is doing funds requests for them.
- Caley explained the summary (page 2) of the finance report
- We are well positioned in the last grant cycle (over \$740,000) with two grants
- Caley is working on updating the budget with those two grants.
- Fully funded through the biennium.
- We have one federal funds request to be submitted.
 - Needs to go through tribe staff first
- Caley sent a few corrections to Fandel and will reflect on the next finance report
 - One grant was closed out but \$150 was billed to it, Caley had to move it.
- Caley asked for any questions.

6:20PM Cindy motioned to accept the October Finance Report. Adela seconded. All in favor. Motion carried

6:20PM Old Business: Adopt a Park

- We completed 20.5 hours for this quarter.
- Modena let the board know that there will be a work day on January 10, 2026 from 10am to noon.

6:23PM Eric Nusbaum (ODA)

- OWEB will write rules for capacity grants for watersheds and districts to receive grants (project development grant)
 - Listening sessions – districts should participate
 - Agriculture/ water quality
 - Districts should let them know how the rules are written and how the money should be spent.
 - Hoping to be implemented in 2027-2029 biennium
 - Mostly will affect Dist Op funds
 - OACD is working with the legislature
 - Curry County uses an indirect rate
 - Some grants don't come with administration
 - How many incumbents are up for election
 - Everyone except Adela
 - New filing deadline is seven days before everyone else's
 - Eric asked Caley - do you think expenditures will be over a million dollars (yes)
 - New public meeting law passed: any special districts, the board members have to attend the Oregon Ethics Commission Public Meeting Law Training (2.5 hours). Can attend with SDAO
 - Once per term
 - Eric is hoping to get certified to do this training
 - Board will need to do it before the next election (Nov 2026)
 - 5% budget reduction has not affected ODA yet. He may not be able to attend in person but will still be able to do virtual training/meetings.
 - OWEB's budget seems to be okay and has not decreased capacity funds.
 - Eric will attend annual meeting
 - Working on a director's handbook for how meetings should be run.
 - How to do motions properly
 - Hoping to have it done by Spring

6:41PM Caley discussed closing the office for staff from December 20, 2025 through January 4, 2026. Other agencies take the time off.

- We don't do mailers during this time.
- Needs permission from the board.

6:45PM Jonathan motioned to approve the vacation/closure of the office from December 20, 2025 to January 4, 2026. Ernie seconded. All in favor. Motion carried.

6:46PM RES/Waterways Consulting Bear Creek Engineering proposal discussed.

- Caley updated the board
- Only received one proposal
- We have been doing the policy incorrectly – it is not a personal service
- We will have a new policy for how we solicit for new engineering proposals.
- Under \$100,000 – informal 3 quotes
- Over \$100,000 – same process but cannot ask for budget
 - Based on qualifications and how much we like their workplan
 - We can tell them what our target range is.
- Caley renegotiated to get their bid to under \$100,000
- Contract is ready for board approval.
- \$93,755.00 is total amount.
- Tribe is providing archeology.
- Professional agreement language is still the standard contract.
- We have the grant. We have all landowner agreements except for one who will be dropped from the project (he opted out).
 - Caley discussed with Beth regarding landowner.
- Board had more discussion of what the project committee discussed.

7:03PM Jonathan motioned to approve the RES revised Bear Creek Engineering proposal. Adela seconded. All in favor. Motion carried.

7:06PM Noble Creek Phase III Waterways Consulting engineering discussion

- Caley received the Noble Creek Phase III contract
- Project committee reviewed the scope.
 - Committee voted to approve scope.
 - Daniel (Waterways) rearranged the scope to stay in the funding target.
 - New scope and budget attached to the contract.
 - Option of having another project committee meeting or reviewing it during the board meeting.
- Caley read email from Daniel explaining the updated scope.
- Caley showed/explained to the board Waterways updates.
- The amount of \$68,805.20 is in the range of the budget.
- Grant stated we would get to 60% (updates will be in compliance with deliverables)
- Project committee did review. Waterways modified their scope.
- Project has expanded (additional culverts, tidegates, etc.)
- County is moving the road. Need to incorporate platform (handicap dock)
- Planning on submitting a second technical assistant grant to get the 90%.
- Been having community meetings at the fish hatchery

7:23PM Jonathan motioned to approve the Noble Creek Phase III Waterways engineering contract. Adela seconded. All in favor. Motion carried.

7:23PM NBWL Waterways Consulting contract (monitoring) discussion.

- Was not discussed at the project committee meeting
- Caley explained to the board what is going on with the project with the water levels.
- OWEB grant includes monitoring and adaptive management
- Using the velocity meter that is on loan
- Chris mentioned purchasing a velocity meter.
 - Chris is going to check with CoosWA to see what meters they use and cost.
- Caley wants to document current water levels and use that data to justify going up in door size.
- Leo will be back at work in March. He will put us on his schedule.
- Waterways can collect data in January and February
- \$130,000 is available
- Formal data driven analysis of how it is performing was discussed.
- OWEB has issued a guidebook on monitoring.

7:50PM Jonathan motioned to approve the NBWL Waterways monitoring contract not to exceed \$40,000. Cindy seconded. All in favor. Motion carried.

7:52PM Staff Reports – Caley

- Helena called for an opportunity with a neighbor for an ODF small forest grant.
 - In the SIA. Application is basic.
 - Helena wrote it.
 - Caley submitted it.
 - Will receive some admin funds.
 - Will receive roughly \$20,000 to the district.
 - \$740,000 from OWEB grant.
 - Site visit on South Fork
 - Broadbent Road area
 - 2 miles of fencing and planting

8:06PM Staff Reports – Modena

- Discussed 100 acres project and the potential of having workshops/community projects on property
- Workshops discussed

8:09PM Staff Reports –Abby

- Working on grant applications for Cunningham, Walsh
- Cunningham did not list very high on the OWEB (implementation)
 - Going to apply for PFA funding
 - Opened second week in November
 - Walsh (East Fork) wetland pond (implementation & technical assistance)

- Planting, engineering and permitting, Tribe will do the cultural resources portion.
- Will be working with BLM
- Stream was reclassified to have fish

8:16PM Safety Meeting

- Nothing new for safety meeting

8:16PM Barbara (CREP)

- Introduced Sydney (soil scientist)

8:20PM Katie Woodruff (NRCS)

- Unofficial DC meeting last week
 - Getting rid of the tidegate and cranberry CIS
- Combining the oak habitat
- Keeping the gorse CIS
- Not sure of the other changes that will be happening
- Application deadline for CSP is January 15, 2026
- Local workgroup meeting Wednesday February 4, 2026 at Bandon Library

8:22PM Christopher Claire (ODFW)

- Helping Abby with budgets
- Working with Caley
- Working on a grant to have SWCD submit in the Coos Basin due on January 8th.
 - Davis property
 - Chris is going to write it
- Salmon numbers are up in the Coquille.

8:33PM Jeff Rola

- Monitor the Deschutes meeting
 - \$0.06 per \$1000 tax base (\$2 million per year)
 - More capacity to apply and manage grants

8:37PM Barbara stated Farm Service Agency is looking for an administrative person.

8:38PM Mark adjourned the meeting.

Signature of the Chairman

Date

Submitted by:

Modena Thomas

Date