



*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  
July 28, 2022  
(Approved August 25, 2022)

Regular meeting was called to order at 7:02PM

Board members present at office: Mark Villers, Adela Villers,

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

Absent board members: Ernie Newton

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

Staff present on Zoom:

Guests present in office: Chris Claire (ODFW)

Guests present on Zoom:

7:02PM Mark called meeting to order

7:03PM Mark asked for comments for June 30, 2022 minutes.

**7:03PM Adela motioned to approve June 30, 2022 minutes with changes made. Cindy seconded. All in favor.**

7:05PM Treasurer Report - Caley

- Report shows negative, we are not in the negative
- Current on SIA
- Received money in July
- Discussed how staff will transition into doing a summary report
- Michael stated board only needs summary to cover legal obligation

7:12PM Caley concluded

**7:12PM Adela motioned to approved Treasurer Report. Cindy seconded. All in favor. Charlie abstained.**

7:13PM Annual Budget

- Presentation was given at last board meeting
- Caley asked for any questions
- Charlie complimented Caley on how well she did putting the extensive budget together
- Charlie stated the date needs to be added to the title “July 1<sup>st</sup> – June 30<sup>th</sup>”
- Michael has not had a chance to review the annual budget
- Caley went over the highlights of the budget

7:25PM Caley concluded

7:25PM Mark asked for comments.

7:25PM Adela motioned to approve 2022-2023 Annual Budget. Cindy seconded. All in favor. Michael abstained.

7:26PM Mark discussed policy when a board member has a financial gain while working on projects.

- Mark discussed the meeting he had with Jake, Caley and Chris
- Mark gave a contractor's point of view
- Discussed Leo and Jake's roles with the project
- Discussed quote and what needs to be done
- Mark asked for permission to prep gravel entrance and mowing for \$2300.00 (36 yards of 4" rock and mower)
- Board has to hire Blue Ridge Timber; Caley is unable to do so since Mark is her boss.

7:37PM Mark concluded

7:39PM Mark gave specifics of his quote for the job.

7:41PM Charlie motioned to approve Blue Ridge Timber to prep the gravel entrance and mowing for \$2300.00. Cindy seconded. All in favor.

7:42PM Mark will take care of the job tomorrow.

7:42PM Caley extended the deadline of bids to August 12, 2022.

- Caley discussed ORS 279C.345 specifications for contracts
- Declare exemption (2)(c)
- Nehalem holds the patent
- Caley prepared draft of contract
  - Option 1: Sub-committee meeting to review and decide
  - Option 2: Board can approve tonight

**7:49PM Charlie motioned to categorize this as an emergency to authorize Contract Sub-Committee to accept bid with majority of three committee members for NBWL for Nehalem contract. Adela seconded. All in favor.**

7:54PM Caley discussed Waterways contract

7:55PM Caley discussed Cultural Resources Monitoring with Reg Pullen – do not exceed \$2500.00

7:57PM Multiple pots of money that have upcoming deadlines that need to be utilized

**8:03PM Adela motioned to categorize this as an emergency to authorize Contract Sub-Committee to accept bid with majority of three committee members for NBWL for Reg Pullen to oversee with Nehalem at \$56.00 per hour with the total not to exceed \$2500.00. Cindy seconded. All in favor.**

8:03PM IGA with Curry SWCD for Noble Creek – Caley explained:

- Noble Creek is funded through the design phase
- Collect E.coli samples
- Use data for future work on Noble Creek
- Same price as other samples
- Andrew discussed tribe pricing
- Coos WA – SWCD will do water quality sampling
- Different funding source

**8:07PM Adela motioned to approve IGA with Curry SWCD for sample monitoring. Michael seconded. Charlie opposes. Motion passed**

8:07PM Work truck discussion

- Truck won't hold charge
- New battery
- New starter
- Mark suggested adding a night switch
- Mark will possibly do it tomorrow if he has time
- If not time, take it to DnJ Auto Repair
- Charlie discussed the battery and potential issues
- Mark will use his battery charger to check battery
- Discussed if truck is safe
- Take truck to Automotive Electric – Mark will contact them

8:16PM Staff Reports – Caley

- Coos WA grant was funded
  - SWCD will do their water quality monitoring
  - \$300,000 over six years
    - \$200,000 is for wages
- OWEB allocation of additional funds
  - SWCD will receive one time \$21,555.00
  - Quarterly payments
  - Budget amendment
    - Wages
    - Supplies and materials
    - New computer – graphics card
      - Caley will put in support ticket with James (IT)

8:22PM Caley concluded

8:22PM Staff Reports – Andrew

- Coos WA water monitoring
  - Still working out details
  - Will use lab in Coos Bay with tribe
  - 6 year project
  - Lower Coquille E Coli spikes during the summer
  - Good project design
- N Fork SIA discussed sampling
- Lampa Creek fence is completed
- N Fork and E Fork SIA – site in August
  - ODA compliance visit
- NWQI – through review phase
- Site visit at Sitkum
  - Bank erosion
- Charlie asked about the 9 site from ODA regarding livestock
  - Discussed next steps if ODA sites don't comply
- Outreach flyer created sent out to 118 landowners within SIA
- Working with owners – culverts, road drainage, non-industrial forest areas

8:36PM Andrew concluded

8:36PM Staff Reports – Modena – see attached

8:37PM Charlie left

8:38PM Safety Meeting - Caley

- Staff will wear vest and hard hats at construction sites
- Need to hire tech to go on water monitoring with Andrew
- CoqWA possibly share a person
- Discussed hiring new person

8:42PM Concluded

8:42PM ODFW – Chris Claire

- Working on NBWL project with Caley
- Killing bass – 106 killed
- Will spend more time in August killing bass
- No salmon season in Coquille
- Coho in Coos Bay
- Avian influenza in Willamette Valley

8:47PM Chris concluded

8:47PM Mark asked for other comments

8:47PM Mark adjourned meeting

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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