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

Coos Soil and Water Conservation District
Regular Meeting Minutes
June 24, 2026
(Approved July 29, 2026)

Regular Meeting was called to order at 6:10PM
Board members present at office: Mark Villers, Ernie Newton, Adela Villers, Jonathan Morse, Cindy Gant
Board members present on Zoom/Telephone:
Absent board members:
Staff present in office: Caley Sowers, Modena Thomas
Staff present on Zoom:
Guests present in office: Justin Queen (CoqWA), Chris Claire (ODFW), Katie Woodruff (NRCS)
Guests present on Zoom:

6:10PM Mark called the meeting to order.

6:11PM Mark asked for comments on May 27, 2026 regular minutes

6:12PM Jonathan motioned to approve May 27, 2026 Regular Meeting Minutes. Adela seconded. All in favor. Motion carried.

6:13PM Finance Report – Caley

- Caley asked if anyone had any specific questions regarding the finance report.
- DFN cost was discussed
- Coos Curry Electric is bringing broadband
- Mark asked for any other comments
- Caley explained the SOW budget
  - It is only showing one year and not the two years.
  - We will potentially be a little overspent on it but it will carry over to the next year
- Lower Fork/NF SIA is overspent
  - Need to complete reports to get the final funding for grant
  - Some will have to go to the general fund
- Lower NE Fork Monitoring report has been circulated for review.
- Caley compared funding used to funding available for 2025-2026 budget
- Mark asked for any more comments

6:21PM Adela motioned to accept the May Finance Report. Jonathan seconded. All in favor. Motion carried.

6:21PM Old Business: Adopt a Park

- Modena asked the board for availability for the next volunteer day.
- Jonathan will try to work with Mark to set up a date for the boards on the bridge.
- Jonathan can pick up the boards during business hours.
- Chris offered to help Jonathan with the boards if Mark is unavailable.
- We will plan a Saturday work day in August to be done in September.

6:29PM New Business: Give the Project Committee the authority to approve the RFB for the East Fork/South Fork Coquille River Water Quality.

- The tribe committed to do the archeology as match.
- OWEB has new requirements with the federal funds
- Caley had meeting with the tribe. They stated work could start this Fall.
- Planting needs to be done this winter and contracted out.
- Fencing needs to be done this Fall.
- Contractors can bid on one or both.
- Mark and Caley discussed how testing by the tribe works.
- RFB is posted on Oregon Buys and to local contractors too.
- Timeline is a concern.
- Caley asked if the project committee could have the authority to approve the contract.
- Board discussed moving the July board meeting to July 29th.
- Caley asked if there should be a project committee meeting.
- Caley will set up a project committee meeting prior to the July 29th board meeting.

6:40PM Discussed July board meeting

- Board decided to change the July 22nd board meeting to July 29th at 6:30PM.

6:41PM 2025-2027 Budget

- Caley showed the board the new budget.
- Caley explained the budget to the board.
- July 2025 - June 2026: Annual budget and workplan explained.
- Caley does a biennial budget then breaks it down to each year.
- Around April of each year, Caley starts comparing her budget projections to the finance report.
- We will update the 2026-2027 budget.
- Caley explained staff time funding.
- Rent was moved to the general fund.
- Admin from grants becomes general fund money.
- Caley explained the grants that have been approved.
- Caley explained 2026-2027 budget
- Balance of general fund is lower than previous year
- Indirect rate discussed (10% to 15%)
- Medical insurance for staff was added to the budget and taken out of the general fund.
- Grants discussed and how much indirect will be able to be billed during the fiscal year.

- Medical benefits discussed.
- Caley asked if anyone had any questions.
- Caley offered that the board could approve the budget now or she could send everyone the files to look over at home.

7:20PM Cindy motioned to approve the budget as presented. Ernie seconded. All in favor. Motion carried.

7:22PM Discussed purchasing a TV for the board meetings.

- Supplies and Materials is $500.00

7:25PM Staff Reports: Caley

- Last month was mostly dedicated to small grants
- Caley asked if anyone wants the budget file.
- Caley did presentation for ODA regarding the SIA

7:32PM Staff Reports: Modena

- Will work on audit, annual meeting and end of year.
- Elections discussed

7:37PM Safety Meeting: Nothing new to report.

7:41PM Chris Claire – ODFW report

- Hasn't had a lot of time to work with Caley this past month
- Did work with Caley on the Coquille FIP
- Project applications need to be in by July 13th.
- With get back to work with Caley on Albertson and Gatov projects
- CoosWA had a tidegate failure
    - In the final stages of figuring out what happened

7:55PM Katie Woodruff – NRCS report

- This has been the busiest year since she has been here.
- Last year was high irrigation and this year is high gorse

8:05PM Justin Queen – CoqWA report

- South Fork head waters basin assessment
    - Road surveys
    - AQI- aquatic habitat inventory
- Culvert replacements (Middle Creek, Dement Creek, Fairview)
- Working on the FIP – application due July 13th
    - Working on the project list
    - Coquille Aquatic Partnership (CAT)

8:10PM Mark adjourned the meeting.

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Signature of the Chairman Date

Submitted by:

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Modena Thomas Date