

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

**Coos Soil and Water Conservation District**  
**Regular February Meeting Minutes**  
**February 23, 2023**  
(Approved March 23, 2023)

Regular Meeting was called to order at 7:08PM

Board members present at office:

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

Absent board members: Ernie Newton

Staff present in office:

Staff present on Zoom: Caley Sowers, Modena Thomas, Andrew Chione, Abigail Richards

Guests present in office:

Guests present on Zoom: Chris Claire (ODFW), Katie Woodruff (NRCS), Heather Medina (NRCS)

7:08PM Mark called meeting to order

7:09PM Introductions

7:10PM Mark asked for discussion on January 2023 minutes.

- Correction – change Biohabitats “contract” to bid
- Add dollar amounts for employee raises

7:14PM Mark discussed attending Eric’s (ODA) board member training

**7:17PM Charlie motioned to approve the January 26, 2023 meeting minutes with the above corrections. Adela seconded. All in favor.**

**7:19PM Adela motioned to approve the regular December meeting minutes with changes (add Pay Equity Analysis to P.E.A.). Cindy seconded. Charlie abstained. All in favor.**

7:18PM Finance Report – Caley

- Caley & Modena are doing funds request at a faster rate than previous
- Winter Lake Business Oregon grant discussed
  - Extra \$50,000 from ODFW that needs to be spent by June 30, 2023

7:20PM Caley concluded

7:20PM Discussion regarding finance report

- Charlie concerned about reimbursable grants and needing loans to front the costs
- Caley assured that we are staying ahead
- Chris elaborated
  - Bill archeology to ODFW grant in the future

7:26PM Discussion concluded

**7:26PM Adela motioned to accept the January Finance Report. Charlie seconded. All in favor.**

7:27PM Board Training – Mark

- ODA may record future trainings or make power point available
- Michael stated it would be for all board members, not just new
- Mark discussed public comment section (not required)
- Managerial board vs policy board
- Committee meetings need to be public noticed
- Ethics
- Individual board members could be personally liable (\$1000 fine)
- ODA website has more information/trainings
- Executive session vs regular session

7:35PM Mark concluded

7:35PM Review/approve findings of project committee meeting (February 10<sup>th</sup> & 23<sup>rd</sup> meetings)

- ❖ Project Committee/board finished discussing contract from where they left off during their February 23<sup>rd</sup> meeting:
  - NBWL contract with Biohabitats
  - Caley identify a few edits
  - Has to be “negligence or omission”
  - Mark asked if SDAO would represent the district – we have so many hours per year
  - Adela stated verbiage is too vague
  - Caley stated other language in contract states the district has the right to terminate the contract
  - Mark stated the contract could be stopped before 90 days
  - Terminate contract with 30 days notice

7:51PM Project committee/board completed reviewing the contract

7:52PM Charlie asked about the water testing contract

- ❖ Andrew addressed Charlie’s concerns
  - Company not interested in publishing district’s water quality data
  - Data is publicly available through DEQ with location information
  - Charlie’s concerned about section #7 and would like to remove the “patent” language

- Andrew discussed section #6
- Andrew will get clarification for sections #6 and #7
- Charlie suggested to get SDAO attorney's advice regarding this matter
- Caley stated at the FIP meeting, this matter was discussed and will take it to SDAO
- Suggested to table contract until Caley is able to get clarification from an SDAO attorney

**8:07PM Charlie motioned to accept the project committee's recommendations for all contracts except CTCLUSI. Adela seconded. All in favor.**

8:10PM Employee reimbursement for person gear/equipment

- Discussed stipend for personal gear
- Caley recommends reimbursement for recent ruined boots
- Discussed protective gear policy
- Charlie stated safety gear must be provided per OSHA requirements otherwise its normal wear and tear
- Need a policy in place
- Staff will look up OSHA standards for field crew and Andrew will present OSHA requirements to board at March meeting
- Discussion on how to handle reimbursement limit – proof of purchase

8:21PM Concluded

8:22PM District merchandise with logo for staff and board members

- Logo apparel for meetings, events, site visits to look more professional and allow public to know what our names are and the name of the district
- Charlie requested amount
- Caley will figure out budget for apparel and report back to the board
  - Gibson's Graphics is local
  - BNT in North Bend
- Reflective gear

8:30PM Staff Report – Caley

- Noble Creek outreach
  - Working with engineer
  - Multiple tidegates
  - Over 100 people in community
  - Two failing county culverts
  - No drainage district
  - Meeting with commissioners
  - County not taking responsibility for tidegates
  - County is replacing culverts
  - Chris stated county will replace culverts on district's timeline
  - Caley discussed landowners thoughts on it

- Working through contracts
- Discussed February 10<sup>th</sup> project committee meeting
- Archeology proposals
- Another project committee should be held in March
- NBWL with Waterways contract
- Randolph Island contract
- SIA's – volunteering participation

8:41PM Caley concluded

8:41PM Staff Report - Andrew

- No written staff report
- Busy with projects
- Spoke with landowners in SIA's
- Bear Creek – small grant
- Preliminary plans with another landowner
- Communicating challenges to ODA
- North Fork SIA – met with landowners on Whelan Creek in Myrtle Point
  - White paper proposal
- Open house coming up
- Soil science talk coming up
  - Modena & Abby working on outreach
- Charlie asked about landowner causing pollution. Andrew stated there are a few. ODA will speak to them first then bring district in. North Fork SIA is looking better.
- Lee Valley Dairy – small grant
  - Opportunity for improvement
  - Rotational grazing
  - Fence, elk jumps

8:50PM Andrew concluded

8:50PM Staff Report – Modena

- Website
  - Onboarding and training completed
  - Working on going live
  - Working with Abby

8:51PM Modena concluded

8:51PM Staff Report – Abby

- Attending the American fishery conference next week
- Made brochures to show landowners
- Website training with Modena
- Developing picture books with projects to show landowners

8:53PM Abby concluded

8:54PM Safety Meeting

- Modena removed hail/snow from the front of the office door

8:55PM Charlie asked for bacteria data on Coquille River

8:55PM Abby planted trees over the past weekend

- Cedar & Redwood trees

8:57PM NRCS Report – Katie

- New person in the office (Jordan)
- Local work group meeting
- Tidegate CIS – meeting next week
  - Needs to figure out budget
- Water Quality CIS
- Unused funds go away

9:00PM Katie asked for input

- Caley discussed tidegate projects
  - Albertson's
  - Gatov

9:03PM Michael left the meeting

9:03PM Katie asked for visuals from Caley regarding projects

- Andrew stated keeping Water Quality CIS would be helpful
  - October 2023 – apply for grant
  - 2024-2025 to be implemented
- Chris mentioned Randolph Island
- Discussion of Tidegate CIS
- EQUIP is \$200,000
- Cranberry Irrigation CIS – looking to add in future

9:12PM Katie concluded

9:12PM NRCS Report – Heather

- USDA Inflation Reduction Act
- Oregon will receive \$2 million
  - Southwest will be \$500,000
- Next year estimating receiving \$17 million in Oregon
  - Will need over 1000 applications
  - Asking SWCD for help with obtaining applications
  - Fiscal year 2026 - \$34 million in Oregon
- Working on developing agreements to collaborate

- Upcoming meetings
  - Permitting
  - Ditches
- Climate smart practices
- Andrew asked about TA opportunities
  - Technical & administrative assistance available
- Inflation Reduction Act – address climate change
- Working with tidegates
  - Need long term commitment

9:25PM Heather concluded

9:25PM ODFW Report – Chris

- Partner with GIS specialist
- ODFW surveys
- Streams that haven't been surveyed
- Slope drainage area
- Working with Caley
  - NBWL
  - Gatov
  - Albertsons

9:28PM Chris concluded

9:28PM Discussion between Mark & Charlie  
(difficulty hearing Charlie on my end)

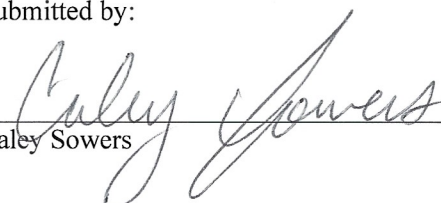
9:33PM Charlie told Andrew to have a copy of OWEB grant available for SDAO

9:34PM Mark adjourned meeting

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

3-23-2023  
Date

Submitted by:

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

3-23-2023  
Date