



Coos Soil & Water Conservation District
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Coquille, OR 97423
Phone 541-396-6879

Coos Soil and Water Conservation District
Regular Meeting Minutes
June 24, 2021
(Approved August 26, 2021)

Regular monthly meeting was called to order at 7:03 PM

Board members present at office: Mark Villers, Adela Villers, Michael Clary, Ernie Newton

Board members present on Zoom: Charlie Waterman, Cindy Gant

Absent board members:

Staff present in office: Caley Sowers, Modena Thomas

Staff present on Zoom:

Guests present in office: Chris Claire (ODFW)

Guests present on Zoom: Katie Woodruff (NRCS)

7:03PM Mark called meeting to order

7:03PM Modena read who was present in office and on Zoom.

7:04PM Mark asked for discussion of May 2021 minutes

7:04PM Adela motioned to approve May 27, 2021 minutes. Michael seconded. All in favor.

7:05PM Treasurer Report – Caley

- Caley explained to the board extra payroll due to Mariel leaving
 - SOW \$5861.00 / Dist Op \$2848.00
 - Need new computer/laptop
- Caley recommends...
 - Transferring SIA to SOW payroll to meet end of biennial requirements.
 - Check to Staples from Dist Op to purchase office supplies/equipment

7:14PM Caley concluded

7:15PM Michael motioned to approve Treasurer Report with transferring of remaining SIA payroll to SOW payroll to zero out by June 30, 2021. Adela seconded. All in favor.

7:19PM Annual Meeting

- Modena informed board that the financial review is needed in order to have the annual meeting. This will be done sometime after all of the documents are made available, which is in mid-August. Next annual meeting will probably take place in December 2021 or January 2022.

7:22PM Modena concluded

7:22PM Long Range Business Plan – Michael

- LRBP was send to the board for approval prior to meeting
- Michael asked for any comments
- Adela gave minor grammatical corrections

7:25PM Michael motioned to approve Long Range Business Plan 2018-2023 update. Adela seconded. All in favor. Charlie abstained.

7:27PM Caley read minutes from finance committee meeting – see attached

7:32PM Caley explained the budget to the board

7:41PM Charlie motioned to approve the 2021-2022 Budget. Ernie seconded. All in favor.

7:42PM Michael discussed board members using personal emails for district business.

- ACTION: Modena will set up district board member emails for each board member.

7:48PM Employee job descriptions discussed

- Discussed changing title of Watershed Technical Specialist
- Water Quality Project Manager title is more of what the job entails
- Position will be posted once description is approved

7:58PM Mark asked for comments

8:04PM Charlie motioned to approve job description and new job title of Water Quality Project Manager for current open position. Adela seconded. All in favor.

8:06PM Chris discussed housing for the new hire

8:07PM Discussed the previous change of the title of Office Assistant to Office Manager

8:08PM Staff Report – Caley

- Business Oregon grants were awarded
- Caley informed the board of a landowner she was working had passed away.
 - Discussed her project
 - Landowner's son will be taking over the project
- SIA – more potential violation statuses than previously thought
 - Suggested to scale back on geographic area to lower N Fork only
- Stalley project permit process is almost completed

8:18PM Caley concluded

8:18PM Staff Report – Modena

- Sent board members updated Covid-19 restrictions regarding wearing masks during meeting

8:18PM Modena concluded

8:18PM Safety Meeting

- No masks required for vaccinated board members (must show proof)
- Heat wave hitting west coast

8:20PM Safety meeting concluded

8:20PM Katie (NRCS) Report – see attached

- New program pilot Conservation Incentives Contracts “CIC Program”
 - Covers the state
 - Five year contract
 - Practices are limited
 - Must include one enhancement
 - Taking application up to July 12, 2021
- New intern will be starting
- CIS approved

8:30PM Katie concluded

8:30PM CoqWA update – Mark Villers

- Discussed turtle logs sinking and solutions

8:32PM Mark concluded

8:34PM Chris Claire (ODFW) report

- ODFW staff will go snorkeling to determine population estimate of bass
- Stripe bass have high numbers in lower Coquille
- Helping Caley with Stalley project
- Coquille River 80F
 - Kill salmon at that temperature

8:40PM Chris concluded

8:41PM Discussed district credit card

- ACTION: Modena will send policy example to board members for review

8:56PM Mark adjourned

Signature of the Chairman

Date

Submitted by:

Caley Sowers

Date