



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

Coos Soil and Water Conservation District
Regular Meeting Minutes
June 20, 2024
(Approved July 18, 2024)

Regular Meeting was called to order at 7:03PM

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

Board members present on Zoom/Telephone:

Absent board members: Michael Clary

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

Staff present on Zoom:

Guests present in office: Chris Claire (ODFW)

Guests present on Zoom:

7:03PM Mark called the meeting to order.

7:04PM Mark asked for comments on May meeting minutes.

7:07PM Adela motioned to approve the May 23, 2024 Regular Meeting minutes. Ernie seconded. All in favor.

7:10PM Finance Report – Caley

- Mark asked for any discussion on the finance report
- Caley is working through a lot of fiscal stuff right now. Balance is lower than it has been.
 - Corrected errors and returned some funds
- Working on the \$100,000 returned funds
- Negative balances are shown in the parenthesis and some have the negative sign format
- Lower Coquille SIA -\$19,000 funds request submitted
- Working on the NF/EF SIA
- Cunningham (archeology invoice) will be next
- Winter Lake Business Oregon
- Revisit annual budget (salaries, new hire)
- Personnel roles are evolving
- SWCD budget – close to what was originally budgeted
- Caley asked for questions
- Purchase a truck
- Hire new person
- Discussed mileage reimbursement
- Discussed how to purchase and sell vehicles

- Internal admin transfers still need to be done
- Discussed insurance on \$250,000 in bank

7:24PM Adela motioned to accept the finance report. Cindy seconded. All in favor.

7:23PM Old Business – Winter Lake Phase III update

- Last meeting on May 23, 2024
- Caley read email from Jill at Planning Department
 - Asked for new information
 - Fees were paid that day
 - Clarification of applicants – Fred is represented of drainage district and one of the individual landowners
 - Section 5.0.175 explained
 - Identifying use and intent of property
 - Caley shared email from Fred with official response to County Commissioner
 - Caley contacted Business Oregon for possible funds for legal fees
 - Caley discussed options with Eric (ODA)
 - Soil Water Commission meeting
 - DEQ and DSL permits

7:48PM New Business – Cunningham authorize contract based on recommendation of project committee

- Caley discussed
- Ranking forms for Winter Lake and authorized the committee
- Andrew checked reference for Lower Columbia Engineers

7:52PM Cindy motioned to act on the recommendation of the project committee and award the contract to Lower Columbia Engineering. Ernie seconded. All in favor.

7:54PM Discussion concluded

7:54PM New Business – Work truck repairs

- Needs a lot of repairs
- Represent the district
- Quotes over \$1500.00
- Caley says we should get repairs
- Adela asked for a list of parameters of what the staff would like for a truck
- (8:00PM) Board took a break to look at the Toyota work truck to confirm quote is needed.

8:05PM Organization Growth & Development – Project Committee Charter

- Michael requested we revisit the charter
- Board discussed to revisit the charter when Michael was present
- Discussed July's meeting

- Vote on committee chair discussion – Caley
- Update roles
- Committee had authority to pick their own chairperson
- Next project committee
 - Vote and select chair
 - Language about project committee selecting own chair or designate someone to lead in their absence.
 - DM needs to consider if language if the project committee can function without DM
 - DM shall lead meeting or shall designate someone in the case of her absence.
 - The board may authorize the committee to act on behalf of the board on individual matters.
 - Drop the last paragraph under Authority discussed
 - “Board chair”
 - Drop the (e.g statement) under Authority
 - Responsibilities discussed
 - Cindy – what are the responsibilities
 - Caley made corrections during meeting and will send out this charter with the next board packet.

8:32PM Discussion concluded

8:32PM Discussed possible future board members

- Zones discussed
- Zones 3, 4, and 5 will be vacant
- Discussed rezoning
- Discussed putting ad in newspaper

8:46PM Staff Report – Caley

- Results from Environmental DNA samples – human
- Drinking water workshop – MP treatment plant presentation
 - DEQ will present as well
 - Andrew’s presentation from CONNECT
 - Add the E-DNA to the presentation
 - Grants and low interest loans

8:46PM Staff Report – Modena

- Nothing new to report

8:48PM Staff Report – Abby

- Discussed Environmental DNA samples
- Workshop is on September 27, 2024

8:58PM Safety Meeting – truck was discussed earlier

8:58PM Coquille Watershed – Mark

- Ryan leaving
- Position filled – Emily
- Sandy Creek

9:05PM ODFW – Chris’ report

- Anna managing Coledo
- Changing out a tidegate – side hinge
- Bandon hatchery
- Beaver Creek
- Juvenile fish passage
- Trap site
- Helping Caley
- Dredging

9:16PM Mark adjourned the meeting.

Signature of the Chairman

Date

Submitted by:

Caley Sowers

Date