



## Calapooia Watershed Council

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### CWC Board of Directors Meeting Minutes

June 12th, 2019 7:00-8:00 pm

*Community Room, City Hall, Brownsville*

Calapooia Watershed Council (CWC) held their June Board Meeting at Brownsville City Hall, Community Room on June 12th, 2019 beginning at 7pm.

Present at the meeting were the following members of the Board of Directors:

Dee Swayze	Matt Mellenthin	Heather Medina Saucedo	
Jim Wagner	Aimee Addison	Jim Merzenich	Nate Meehan
Rick Jones	John Joiner	George Pugh	Mark Running

No Board Members were absent.

Also present at the meeting were:

Corby Wilson, Community Member  
Mrs Wilson, Community Member  
Jessica McCandless, Community Member  
Collin McCandless, Executive Director  
Fiona Julian, Administrative Specialist

Collin McCandless presided over the meeting. Fiona Julian recorded the minutes.

**AGENDA ITEM: Approval: May 2019 Board Meeting Minutes** - Aimee Addison moved to approve the minutes with the amendment to include the name of Bala Candami that was omitted from the initial minutes, and to amend the final section to state that Heather attended a presentation (not offered to attend and present as mistakenly stated in the initial minutes.) Rick Jones seconded the motion. The motion was approved 11:0

**AGENDA ITEM: Review: Annual Financials** - Aimee explained that the Council would be changing its chart of accounts and moving from Budget to Actuals for the new fiscal year. Dee Swayze moved to approve the motion. Matt Mellenthin seconded the motion. The motion was approved 11:0.

**Community Member Concern:** The Wilsons presented their concerns regarding a 100 acre piece of property that is in the process of having its Land Use designation changed from Farm Forest to allow a developer to create 5-acre parcels of residential properties. The concerns raised were regarding the safety, habitat destruction and pollution run-off into the Calapooia River. The community

*Working Together for Watershed Health*

members shared the research they had done into this proposal and expressed frustration with not having the concerns addressed by any of the parties involved; local government and state agencies. Corby explained that the land borders formally protected bird habitat as well as having large herds of elk migrate through annually, that was explained would all be lost to the proposed development. The Wilsons informed us that the land use designation proposal is being voted on at 10am, June 27th, 2019. Board members provided referrals to agencies and organizations that may be able to provide support and advocacy for the habitat and river. The Wilsons left the meeting after this item.

#### **AGENDA ITEM: Restoration Updates: -**

- **Bowers Rock**
  - Collin shared the latest developments with this project, and that tomorrow he will be overseeing the contractors cutting through a line of blackberry thicket and once completed, permits to access the crossing will be obtained. Jessica McCandless questioned whether it being a public park would interfere with the project, to which Collin stated it would not, and that public use is encouraged. Rick Jones clarified that OPRD had completed surveying the boundary lines to try and mitigate further issues with neighboring properties. Jim Merzenich asked what the impact of the winter high waters had been, and Collin and Matt shared that it had been beneficial to this project site having washed much *Ludwigia* away.
- **Truax Island**
  - Collin stated that Cris Salazar, Habitat Restoration Manager, had submitted another grant application for this project earlier this spring which included an ask reduction of \$65,000-\$70,000. Collin stated that they would be applying for additional funds from PGE/Blue Sky to try and make up those necessary funds. Collin explained that we have good relationships with neighboring landowners to allow easy access to the site. Collin explained that the original grant application did not include a budget item for plant installations and monitoring, and these have now been included in the most recent application. Collin reviewed details of the project with the board, and that Cris and himself had met with turtle expert Chris Yee from ODFW for advice and planning assistance. Collin noted that Cris had found several Western Pond Turtles on a recent site visit and that turtle nesting was not observed in parts of the project until invasive vegetation had been cleared.
- **Upper Calapooia Steelhead Monitoring**
  - Collin was excited to share that the survey techs had counted 99 redds this Spring compared with just 24 that were counted in 2017. Collin shared that tech Jessie Ritter had developed a 42-page monitoring protocol for CWC, and that ODFW are excited about the model we have for temperature monitoring.
- **Upper Calapooia Tree Tipping**
  - Collin provided a brief update on this project, confirming that the Forest Service had reduced the number of trees planned after

considering various factors, including community feedback. Collin announced there will be a mock review tour for the project on Wednesday, June 19th at 12pm, in which all board members are encouraged to attend to support preparation for the official review tour on Friday June 28th at 10am.

- **Albany Oxbows FIP**

- Collin shared that this project site is an interesting location with a mixed history, having been used for log and waste storage. He explained that testing was done at the site in the 1940's and the land was deemed a superfund site. Collin also shared that location was now considered "safe" due to the mistaken belief that people are unable to access the property. Collin explained that plenty of people do access the property for fishing and camping, including a number of unhoused persons. Collin shared three main points that need to occur before proceeding with a project proposal; 1) Obtain low-level surveys from RDG for the log jams, 2) Have soil testing performed and 3) Getting all stakeholder groups involved, of which there are many. Jessica asked why the council would be responsible for conducting soil testing, and Collin responded that he would reach out to DEQ to see what assistance or advice they offer on the matter. Collin also shared that the review meeting for this project went very well and it is ranked at #3 of all FIP projects and was encouraged to apply for sufficient funding.

## **AGENDA ITEM: Education Update -**

- **Snorkeling**

- Collin shared that the Snorkeling Program had a great season and the program is gaining popularity. Collin explained that it made a big difference having received the funding to purchase hoods, booties and gloves for the students. Collin commended Kristen Daly for the terrific program she has built.

- **Outdoor School**

- Collin shared the participation numbers and schools for this year's Outdoor School. Aimee informed the board that Cindy Drewhard is planning a semester-long course for ODS, and that Oregon Extension Services will be suggesting a higher per student funding cost due to expenses being greater than previously understood.

- **Changes in MOU**

- Collin explained that our MOUs with the school districts were generally good but after meeting with an employment lawyer, it has been determined that some clarifications regarding responsibilities should be included in our renewal MOUs.

- **Changes in Job Descriptions**

- Collin explained that with the departure of Savannah imminent on June 21st, the Job Description for the new opening will be revised to

ensure a reasonable weight of responsibility and duties for the position. Collin stated he would send out a draft of the revised description to the Board for approval once complete. Collin stated the new position opening is scheduled to be announced in July with an eye to hiring in August. Collin also explained that Kristen is planning to increase her schedule from 4 days to 5 in order to manage the Youth Education Program and that the new hire will be primarily focused on Outdoor School. Aimee inquired about the Measure 99 funds and how this has supported the program. Collin responded that the funds have been a significant help and the program will be applying for additional funds later this year as permitted.

**AGENDA ITEM: Strategic Plan Information** - Collin informed the Board that updates are currently in process for the 2017-2020 Strategic Plan and that he will send this out to members once completed.

**AGENDA ITEM: Participate: Umpqua Bank New Customer Forms** - Fiona distributed new customer forms to Board bank signers to complete in order to open a new account and transition to Umpqua Bank from Linn Benton Federal Credit Union. Aimee suggested voting on signers for the new fiscal year and opened the invitation to the Board. No new signers volunteered. Nate Meehan moved to approve the current signers to renew their role for the 2019 Fiscal Year. Jim Merzenich seconded the motion. The motion was approved 11:0.

**Additional Information/Adjourn:** Jim Merzenich asked about plans for fundraisers this year and Collin responded that this would be discussed at the first Fundraising Committee Meeting that will be scheduled shortly. Notifications would be sent via email to Committee members.

Mark Running stated that traditionally salary increases have been reviewed prior to the commencement of the new fiscal year, and to consider staff performance feedback from Collin when reviewing. Collin suggested discussing this at the next Management Committee meeting on June 27th, which Nate stated was a good way to handle this process.

Collin informed the Board that the July Board Meeting would occur on the 3rd Wednesday instead of the usual 2nd Wednesday due to conflicting events. Aimee stated that the July Board Meeting would need to focus on the ODS position and the new fiscal year budget.

The meeting adjourned at 8:30pm.

**READ AND APPROVED** by the Board of Directors on \_\_\_\_\_

**Signed** \_\_\_\_\_