

Middle Fork Willamette Watershed Council  
Board of Directors Meeting

24 Feb 2010  
Lowell, OR  
6PM

Present: Pat Burns, Don Hampton, Gregg Vollstedt, Eve Montanaro, Barb Hazen, Chuck Davis, Chuck Spies, Sean Stewart, Wade Sims, Stephanie Schroeder, Jan Robbins

I. Welcome and Review Agenda – Mr Davis

The agenda was approved as written.

II. Approve December 16, 2009 BOD Meeting Minutes – Board Members

The minutes were approved as written.

III. Board Member Announcements – Board Members

- Jan Robbins is a new BLM hydrologist and will be alternating with Bill O’Sullivan as the BLM representative at the BOD meetings. She lives in Dexter.
- Ms Montanaro said that she is still in contact with the Army Corps of Engineers about a representative to the BOD meetings. She doesn’t have a name yet but some of their personnel are involved in the Action Plan and the Education Committee.
- Mr Hampton said that the Household Hazardous Waste Round-up in Oakridge will take place Mar 20. They are looking for Watershed Council members to greet landowners, introduce the watershed council and pass-out brochures. May 2 they will be having a shade tree planting event at Green Waters Park.
- Mr Spies said that they had held a public forum on the wetlands inventory. Twenty out of seventy people attending signed permission for the inventory. This is good news and helps put together a better wetlands plan for the city. Developers who do not participate in the survey will have to do the survey themselves when they develop land later on.
- Ms Burns said that she is still trying to find a way to get to the islands in the Mid Fork to remove the invasive plants there. It might be late summer before the river will be low enough to wade to get to the islands. Otherwise people doing the work would need to be transported by boat.
- Ms Schroeder said that she will be out the next two months on maternity leave.
- Mr Stewart said that he had applied for 4 in-house natural resource grants for projects in this area which include one at the Lost Creek Confluence project. Herb Mountain Herbs is adopting trails in the area for clean-up.
- Mr Sims said that the Middle Fork Ranger District got a large grant from the Legacy Road program to improve and maintain roads, deal with fish passage barriers and culverts, take care of eroding sediment and close 140 miles of road. He hopes to hire local contractors to do the work. There will still be 800 miles of public road. He has also put in for a grant for the YCC program which hires local kids to do things like invasives removal and helps teach them responsibility. The Forest Service is working thru the items on their Action Plan. They want to begin work on restoring habitat for the Townsend’s Big Eared Bat.
- Mr Davis said that he has retired from SUB. He is now an at-large member of the watershed council; in a couple of months SUB should be sending a new representative. In the Millrace project, the starting point has been relocated as planned. There was a lot more turbidity than expected but the dam held most of it back. SUB has agreed to have the water divert thru their wellfields this summer when the dam is being removed. This will let the fish get back to the river. Springfield High School students are going to monitor the Millrace next fall. They will be able to compare data from before and after the work.
- Mr Vollstedt said that he is waiting for the watershed to fill up with snow and rain.
- Ms Robbins said that she is working with the Clean Forest project to pick up garbage on the BLM land.

IV. BOD Nominations and Elections – Mr Davis

The Nominations Committee recommendations are as follows: President – Mr Vollstedt, Vice President – Ms Schroeder, Secretary – Ms Hazen, Treasurer – Mr Spies. There was a call for nominations from the floor; there were none.

MOTION: Elect these nominations as the Executive Committee of the BOD. Passed unanimously.

Thanks was expressed to Mr Davis for his service as President and to the other officers.

The current signers on the Siuslaw checking account are: Charles Davis, Gregg Vollstedt, Barbara Hazen, Stephanie Schroeder and Eve Montanaro. The new signers on the account shall be: Gregg Vollstedt, Stephanie Schroeder, Barbara Hazen, Charles Spies and Eve Montanaro.

V. BOD Attendance Policy – Ms Hazen

Two draft attendance policies were presented. In the second policy the word Chair was changed to President. Discussion ensued about who to call if unable to attend a meeting.

MOTION: To adopt the second policy with the wording change from chair to president. Passed unanimously.

ADDENDUM to BYLAWS: BOD ATTENDANCE POLICY is as follows:

Members of the Board of Directors are encouraged to attend all regularly scheduled and special meetings of the Board of Directors. If a member is unable to attend a meeting he/she should notify either the Executive Director or the President in advance of the meeting.

If a member misses two consecutive meetings without giving notification, the President will contact him/her regarding his/her future involvement with the watershed council. Missing three consecutive meetings without contacting either the Executive Director or the President shall be considered a resignation.

VI. Financial Status: 2009 Fourth Quarter Report – Ms Schroeder

Mr Wilder will be getting a consultant to work with him on QuickBooks. There are difficulties reconciling the Excel sheets and QuickBooks.

There is an error in the accounting categories for the Buck Creek project. The BOD had voted to make changes in the amount of money allotted to supplies, moving the money to contracts which did not get entered in the QuickBooks version. Ms Montanaro will check with Mr Wilder on this. If the change is recorded in QuickBooks, it keeps us from having a huge budget exception.

MOTION: Accept the report with corrections in the Buck Creek information and the spelling error on Page 2 of the Balance Sheet. Passed unanimously.

VII. Meeting Site and Travel Reimbursement – Mr Hampton, Ms Burns

Mr Hampton brought up a discussion of the BOD meeting site, Lowell vs Eugene. It will most likely be a mute point soon as the office will be moving to Lowell. There was also discussion of reimbursement for travel for the BOD. Ms Montanaro will look into this.

VIII. Executive Director's Update – Ms Montanaro

- The office will be moving from Eugene to a house on State Park property on Wheeler Road in Lowell in May-June. She will be looking into what the watershed council will be contributing to the site. No public meetings can be held there but small meetings like the BOD meeting can. Zoning and rent were issues.
- Future meeting sites will be finalized by email.
- There were 4 pending grants at the time of the 2010 Budget Proposal. We have been awarded 3 of the grants. OWEB has awarded a \$47960 grant for conducting field surveys of fish passage culverts. NFWF has awarded a \$52543 grant to expand the work of the Invasive Species Working Group. They would like to establish an early detection, rapid response system for invasives. OWEB has also awarded a grant for \$20000 for education which would support Ms Watson and the Watershed Rangers. The question was asked if all the staff was in place for these grants. The Fish Passage grant will be coordinated by Ms Czarnomski who will hire contract crews to do the work. Ms Montanaro will participate in some of the culvert prioritization. Ms Czarnomski will also be coordinating the NFWF grant and will most likely hire someone to help establish the program.

MOTION: To accept the grant awards. Passed unanimously.

Mr Spies asked for a brief synopsis of future grants at the time of award acceptance.

- Program updates

Administration. Ms Montanaro has spent a lot of time reconciling the Excel accounts with QuickBooks. She is still working on the process.

Education. She is working on grants for the programs. They are hoping to be able to expand watershed education to older students. Part of the education is offering community service projects which Ms Watson and Ms Czarnomski are working on.

Outreach. Ms Montanaro would like to begin to work with more landowners in the Little Fall Creek and Lost Creek basins. Meyer Memorial Trust supported a new brochure and will be sending out a mailing to landowners next week. Ms Montanaro will be conducting small town hall meetings in the subbasins.

Restoration. Ms Montanaro appreciates having Ms Czarnomski on board. Ms Czarnomski is pregnant and may want to reduce her hours for a few months.

1. In the Model Watershed program Ms Montanaro is establishing a monitoring program with consultants, Ms Czarnomski and partners. Program framework and priority actions for the Model Watershed Program are due in March.
2. The Floodplain Feasibility study closes in Mar. She is writing the final reports. There is a lot of information which she will put in a folder so we may view it.
3. The Headwaters to the Confluence Action Plan is moving along. There will be a big meeting Tues with stakeholders who will be asked to identify projects. The BOD is encouraged to attend. The next step is to do the GIS work. The Forest Service has contributed a significant amount of time for the upper basins. MIG has not cashed our check yet. They are not happy that we won't give them a letter of recommendation. The principal worker doesn't feel that we have met our obligation even though he did not produce the deliverables. Mr Spies said that Ms Montanaro shouldn't contact them again. Our stand is that we have made our final offer and we stand by it. We may need the services of an attorney.

Ms Montanaro has been meeting with Weyerhaeuser who will be partnering with us on the model watershed program.

Ms Czarnomski is working on establishing a technical team. The goal is 8 members with a 1-2 year commitment. She is developing the roles and responsibilities; the first meeting is Mar 8.

IX. Next Meeting

TBD

Meeting adjourned at 820 PM.

Barbara Hazen  
Secretary