

Luckiamute Watershed Council
Meeting Minutes

General Member Monthly Meeting

Location: Volunteer Hall, Monmouth, OR

Date: September 12, 2013

Time: 7:00 to 9:00 pm

Attendance:

Voting board members: (consensus minus one) George Grosch (at large, Chair), Karin Nembach (Education, Secretary), Ed Miller (council member), Suzanne De Szoeka (water resources), Steve deGoey (state), Gail Oberst (Vice Chair)

General: Kristen Larson (LWC coordinator)

Contractors: J.P. Zagarola (project mgr for Third Stream Consulting)

7:00 -7:10 pm Call to Order and Introductions

Meeting Call to Order

Introductions – Guests and Council Members

Volunteer time and attendance sheet completed

Approval of Minutes: Members reviewed July 2013 minutes.

Hops and Heritage Fest, meet at 3 p.m. not noon. No other changes, stands as approved.

Business

7:10 – 7:45 pm Steering Committee Report

George, Chair

Consent Agenda: introduction of what it is and then a list of items for approval by the board.

Proposed Actions: *Approve Consent agenda items in meeting packet:* a) Submitting LWC Letter of support for Polk SWCD monitoring grant proposal to continue water quality monitoring partnership (Mid-Willamette Ag. Water Quality Management Area); b) Sign MOU between LWC, Meyer Memorial Trust (MMT) and Bonneville Environmental Foundation (BEF) for Model Watershed Program; c) budget amendment items

- i) In MMT 11030689: Move \$28 from Supplies and Equipment to Fees to cover land use form fee for OWEB
- ii) In OWEB 212-058 (Council Support) Operating Expenses – move \$99 from Contingency to Conference/Workshop to cover registration fee for “Quickbooks for Non-profits Made Easy” for Coordinator
 - a. *Note – in the FY '14 budget, \$100 per month was allocated for contingency in Operating Expenses in 212-058.*

Consent Agenda items Approved by consensus, no oppositions, motions pass.

Project Manager Contract discussed for new contract terms of project management services. Third Stream consulting (Peter Guillozet’s consulting company, with new

employee, J.P. Zagarola) J.P. introduced himself to the group and gave his educational and work background, and explained his role as Peter's employee.

Proposed Action– *Approve contract for Third Stream, LLC to continue to provide project management services through September 1, 2014*

Steve motions to approve, Suzanne seconds. No oppositions, motion passes.

Coordinator annual review. Evaluations included in monthly board meeting packet. Please return these by the 25th of September 2013, to George Grosch, council chair.

7:45 – 8:15 pm Treasurer and Budget Committee **George for Dan**

Treasurer's budget report

FY '14 budget update- we are financially sound. The finance committee is working on getting coordination with Cascade Pacific (C.P.) down to our records exactly matching their records. Want to be able to look at their records and be able to directly compare them to ours. C.P. is working on upgrading their operating system.

8:15 – 8:40 pm Coordinator's report

**Kristen, LWC
Coordinator**

Council 2013-2015 Work Plan for Council Support Grant (OWEB 212-058) discussed. OWEB requires an annual report describing what we have been working on with our projects and what is coming up next.

Proposed Action – *Approve Council Support Work plan for 2013-2015 biennium.* **Karin motions to approve, and Steve seconds. No oppositions, motion passes**

LWC, N. Santiam WC and CP RC&D Partner Proposal for Capacity Funds – *Update and discussion* – Group interview with OWEB on 9/19 and full proposal due in October. We want to collaborate with NSWC and CP RC&D to begin looking at options for making accounting more efficient across the watershed. This grant opportunity will allow us to begin the process. We are actively exploring different options available in our community.

Grants/Project Updates – Update on proposals and awards; Request for temporary MMT budget re-allocation

- Waiting on LSNA Phase III approval (slightly delayed due to funders inability to meet deadline)
- Pulling Together Initiative (PTI) – to support Knotweed Control- Submitted July 26 (through NFWF); Notification in November
- MW SIP Upper Luckiamute Riparian Revegetation & Fencing (OWEB) - Permitting almost done; target start date is Sept. 16 for fencing and site prep
- Side Channel Reconnection- Implementation July 15 – Aug. 1; in monitoring
- Ash Creek Riparian Revegetation (OWEB)- Awarded! Outreach and implementation to begin in 2014

Proposed Action – Approve budget amendment for temporary re-allocation of MMT 13040005 MW funds to cover initial fencing costs until OWEB MW grant funds are available (\$3,000 from strategic planning and \$2,000 from Education & Outreach, \$10,000 from project management). (Up to \$15,000 temporary total re-allocation)

Steve motions to approve and Ed seconds. No oppositions, motion passes

LWC member reports and public comments

All present

no comments

Next Meeting/Upcoming Events-

- _Sept. 15 – Marys River WC Annual Meeting – 4:30 p.m. Lumos Winery (KV Highway)
- _Sept. 20 – Wet Your Whistle (Calapooia Brewery) – 6-9 p.m.; North & South Santiam & Calapooia WCs Fundraiser (\$5 suggested donation, silent auction)
- _Sept. 21 - Side Channel project visit; 9 a.m. – see Kristen for details
- _Sept. 26 – Steering Committee meeting, LWC Office 5:00 p.m.
- _Sept. 28 – Hops and Heritage 3 p.m. social time at the beer garden!
- _**Oct. 5** - Adopt-a-Road Event – 9:00 a.m., Paddler’s Access parking lot, Buena Vista Rd.
- _**Oct. 10** – Monthly meeting, Ryan Gordon, Exec. Director of NOWC will speak

Meeting is adjourned at 8:50 pm