

Luckiamute Watershed Council  
Meeting Minutes

**General Member Monthly Meeting**

Location: Volunteer Hall, Monmouth, OR

Date: April 11, 2013

Time: 7:00 to 9:00 pm

**Attendance:**

***Voting board members:*** (consensus minus one) George Grosch (at large, President), Karin Nembach (Education, Secretary), Dan Farnworth (Treasurer), Gail Oberst (Vice Chair), Stephen deGoey (State

***General:*** Kristen Larson (LWC coordinator), Kirk Lewis

***Contractors:*** Peter Guillozet (project mgr)

**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 March 2013 minutes.

Changes to the minutes: Kristen – Rob Burns was in the general section but is a voting board member. Treasurer and budget: should read sorting out match funds and Ash Creek water control dist. George G motioned to approve minutes with amendments, Dan D seconded. **Decision:** March 2013 minutes approved.

**Business**

**7:10 – 7:20 pm    Wildlife in Managed Forests**

**Karin Nembach, LWC**

**Secretary**

Brief review of topics shared at the Society of Am. Foresters one-day training in Albany, OR. Trapping, pest control with non-lethal methods, fish passage, managing elk herds, effects of illegal marijuana growing operations on wildlife, on-line resources for family forestry, etc.

**7:20-7:30            Steering Committee Report**

Kristen's 6 month probationary review completed.

***Proposed Action– Steering Committee recommends increase in Coordinator salary of 3% - effective April 1, 2013. Motion to approve given by Steve deGoey, Gail seconded. No oppositions, motion passes.***

Designate Secretary as Secondary Administrator of the LWC bank account

***Proposed Action – Amend current operating procedures to include roles and responsibilities of Treasurer as primary bank account administrator and Secretary as secondary account administrator. Motion by Dan Farnworth, Gail seconded, no oppositions, motion passes.***

Coordinator Actions- providing legislative testimony, letters of support, etc. without prior council approval- Discussion (carried over from March 2013 mtg), Kristen will communicate with the board if she feels that the board should make the decision instead of her alone, but otherwise will take necessary action without council approval on these matters.

**7:30-7:45 pm Coordinator’s Report**

**Kristen**

Board Member Position Description- discussion-board feedback (carried over from March Meeting) any proposed edits, or adopt as written? **Proposed Action: Gail proposes acceptance of board member description as written, Steve deGoey seconds, no oppositions, motion passes.**

Project Manager – annual contract review- Final opportunity for board comments  
 Project Manager – transition – a rare opportunity has come up for our project manager and he needs some time to pursue it. The council supports the work Peter has done so far for the watershed and is completely satisfied with his work. We are working together to plan a smooth and agreeable transition for this time.  
 On another note, Peter will be meeting with Kristen to complete his review process.

Falls City Riparian Revegetation Project (from 2010), letter of support – We will provide a letter.

Grant Proposals Update

**7:45 – 7:55 pm**

**Karin**

Ash Creek Riparian Restoration Proposal

**Proposed Action – Approve submission of project proposal for riparian revegetation project along the main stem Ash Creek (OWEB Restoration Grant) No objection by the board to submitting approval, Kristen will proceed to do so on April 22<sup>nd</sup>.**

**7:55 – 8:00 pm**

**Projects Update**

**Kristen**

<i>Application Pending</i>	<i>Recruit &amp; Development</i>	<i>Design &amp; Permits</i>	<i>Implementation</i>	<i>Maintenance &amp; Monitoring</i>	<i>Notes</i>
American Rivers—Side Channel Supplement <sup>2</sup>	OWEB - Knotweed Control Expansion	Side Channel Reconnection	LSNA Phase II	LSNA Phase I	1 - Kristen will go to Medford on April 26 to present on behalf of the proposal
ODFW R&E – Knotweed Control/Reveg <sup>1</sup>			Model Watershed/ Upper Luckiamute Phases I & II	Bridge Piers Modification	2 – not awarded

Spirit Mountain Community Fund, Letter of Inquiry – Knotweed Control/Reveg				Maxfield Creek Phase II	
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**8:00 – 8:10 pm Treasurer and Budget Committee**

Dan

Report, Amendments, Biennial budget development, Dan is talking with Cascade Pacific about coming up with a plan to help our records and their records give a little more regularly.

***Proposed Action: Dan moves that the Council Support budget be amended to move \$114.00 from 212-058: Operating Costs: Remaining to 212-058: Operating Costs: Tech Services, to pay for the office laptop computer repair bill. Karin seconds, no oppositions. Motion passes.***

***Proposed Action- Dan moves that the Council Support budget be amended to move \$97.00 from 212-058: Operating costs: Brochure/signage to 212-058: Operating costs: Conferences and workshops, to cover lodging and meal costs in excess of the 212-058: Operating Cost: Conference item (less an anticipated May expenditure). Steve seconded. No objections. Motion passes.***

**LWC member reports and public comments**

All present

*no comments*

**OWEB Self-evaluation – Phase II – Discussion**

Kristen

*We worked on the internal workings portion of our self - evaluation for a short time, and it was emphasized that this exercise be a hands-on practice. Kristen agreed to send out the uncompleted portion to the rest of the council members to turn in to her via email since we are coming close to the deadline*

**Next Meeting/Upcoming Events-**

- **April 16** – Polk SWCD / NRCS – Barn Meeting at the Rogue Chatoe, 6:30 – 7:30 p.m.
  - Meet Zones 3 & 5 (Luckiamute and Ash Creek Zones) SWCD Directors
- **April 25** – Steering Committee meeting at the LWC office, 5p.m.
- **May 4** – 9 a.m. - Adopt-a-Road clean-up event on Buena Vista Road at the LSNA
- **May 9, 2013 – next monthly meeting** – @ Pedee Women’s Club

***Meeting is adjourned at 9:10 pm***