

Partnership for the Umpqua Rivers

MONTHLY MEETING MINUTES

Date December 15, 2015

Place ODFW Conference Room

CALL TO ORDER:

The PUR Board President, Walt Gayner called the meeting to order at 9:06 a.m.

INTRODUCTION AND ROLL CALL:

There were 31 people in attendance. There was a quorum of Directors present.

DIRECTORS AND ALTERNATES:

Agriculture & Livestock	Present	Absent	Alternate	Present	Absent
Walt Gayner (President)	X		Vacant		
Cindy Haws	X		Stanley Petrowski	X	
Karen Roberson		X	Paul Heberling	X	

Timber, Aggregate, Construction & Mining	Present	Absent	Alternate	Present	Absent
Bryan Nelson		X	Dave Archambault		X
Aaron Aasen	X		Vacant		
Chris Strunk	X		Darin McMichael		X
Kelly Guido		X	Joy Smith		X

Fishing, Recreation & Conservation	Present	Absent	Alternate	Present	Absent
Dave Grosjaques		X	Mike Brochu		X
Ann Chamberlain	X		David Parker	X	
Alan Bunce	X		Richard Chasm	X	
Dale Greenley		X	Chuck Schnautz		X

Cities, Special Districts & Public Utilities	Present	Absent	Alternate	Present	Absent
Rhonda Black		X	Vacant		X
Sean Negherbon		X	Blair Nash	X	
Ken Carloni	X		Thomas McGregor		X

County	Present	Absent	Alternate	Present	Absent
Susan Morgan		X	Dominic Carollo	X	

Tribes	Present	Absent	Alternate	Present	Absent
John Schaefer		X	Heather Bartlett	X	

Members at Large	Present	Absent	Alternate	Present	Absent
M.A. Hansen	X		Diane Phillips		X

OTHERS PRESENT:

Eric Geyer	Eric Riley	Terry Bureson	Gilaine Wright	Jeff McEnroe
Matt Ruwaldt	John Colby	Joe Blanchard	Cory Sipher	Dave Swartzlander
Whitney Schimke	Nancy Geyer	Jen Bailey	Lee Russell	Neal Hadley
Joe Carnes				

APPROVAL OF MINUTES:

- The minutes and staff reports from the Nov 17th, meeting was approved; Blair Nash made the motion, Ken Carloni seconded. Motion Passed.

GENERAL DISCUSSION AND PUBLIC INPUT:

- NTR

PRESIDENT'S REPORT: Walt Gayner

- Walt thanked everyone for being there and said he would talk more during the committee report time.
- Working with Eric R. on website will hopefully review it with the board soon. Also working on the organizational chart. There have been some changes made to it. Would like to vote on it in January.
- Ken C. wanted to clarify that the talk at the executive session last month with regard to staff was about process not personalities. The board fully supports the staff.

TREASURER'S REPORT: Eric Geyer

- Eric Geyer gave the Treasurer's Report;
- Treasurers Report:

Checking Account	\$32,512.05
Savings Account	\$5,000.00
Outstanding Bills	\$0.00
Funds Requested	\$34,026.86

STAFF REPORT: Nov 12, 2015 – Dec 11, 2015

- Eric Riley, Executive Director:
 - Held regularly scheduled Staff Meeting
 - Attended PUR Board Meeting
 - Attended the Brush Creek Restoration Tour hosted by Roseburg BLM, PUR and ODFW. Excellent opportunity to see a completed project and have discussions on technical aspects for the 3 phase project. This is something we should look at doing twice a year.
 - Participated in the Executive Committee Meeting.
 - Completed and submitted the Council Capacity Progress Report to OWEB. This report was an interim report that is submitted electronically. It is intended to give OWEB an idea of where we are at with our workplan that was submitted for this biennium.
 - Worked with Kris Lyon on Website update procedures. Have been looking at ways to upgrade the PUR Website to make it more user friendly and a better resource for Directors, Partners and the general public. Worked with Walt Gayner to review our entire site as it exists now
 - Took a couple of days off to enjoy Thanksgiving
 - Attended the monthly Hydrologist Breakfast and presented our 2015 PUR Year in Review presentation. It was a good opportunity to connect with some partners and hydrologist that we often do not get to meet with.
 - Worked on Annual Report. The report is scheduled to be distributed after the 1st of the year. This will be the first annual report that PUR has published and delivered to partners, funders and members since 2008.
 - Spent the day in the field with Matt Ruwaldt and Eric Himmelreich to design a small stretch of Waggoner Creek. It is a small tributary to the main Umpqua River just upstream from Sawyer Creek near Elkton. I got a chance to meet with the landowner and meet another landowner in the area that is working with Matt on developing a project on Mehl Creek. Great contacts and good to get out to meet the landowners. Also went to Camp Creek to view last summer's project work in higher flow conditions. We are planning on taking the Board of Directors on a tour of this project this spring.
 - Worked with Sydney Post and Jake Winn of Roseburg BLM to establish contracting framework for emergency restoration project in the Stouts Creek fire area. This project is designed using boulders and logs as gradient control through the fire zone. The project will retain materials in the project reach; providing habitat retention, a reduction in erosion potential and will protect downstream properties from damage. Funding for this project is coming through Emergency Stabilization and Rehabilitation protocol that is dedicated to restoring areas damaged by wildfire.
 - Updated and finished the PUR presentation for the December Board Meeting
- Worked with Mark Grenbemer from OWEB to establish a standardized way to determine fair market value on fish logs. There has been a struggle in years past to get quotes or standardized prices for logs

- purchased from landowner's on project. The state requires three quotes when buying materials from the landowner. We are trying to establish the ODF quarterly log values quotes as the standard and do away with the three quote requirement.
- Meet with Jake Winn, Jeff McEnroe, Steve Clark of the BLM, along with Gilaine and Terry to review all of our assistance agreements and projects with the Roseburg District BLM. We looked at projects closing out, future projects, extension options, and budget balances in each project. This was a good opportunity to conduct an internal audit of our agreements with the BLM.
 - Attended the Umpqua Beaver Working Group meeting. We had a great presentation from Vanessa Petro reviewing her research on beaver relocation and a great discussion on the factors that contribute to and define successful beaver relocation.
 - Worked with the Staff and OWEB to prepare and submit several grants.
 - Met with Alan Bunce to discuss upcoming Education and Outreach Committee meeting. Worked on agenda items and discussed potential directions for the committee.
 - Site visit with Cindy Haws and Eric Himmelreich to two locations in Myrtle Creek.
- Gilaine Wright, Fiscal Manager:
 - Prepared numerous fund requests for OWEB, BLM, and NFWF
 - Paid the monthly bills as well as any project bills that came in.
 - Prepared monthly payroll, entering time sheets, running the payroll, distributed paychecks
 - Attended a meeting with the partners from BLM to discuss, budgets, timelines, extensions, expenditures, equipment purchases and future tracking of purchased equipment.
 - Attended Staff meetings
 - Attended Board Meeting
 - Prepared board meeting minutes
 - Prepared final reports for OWEB and BLM
 - Lots of filing of bills and receipts, check stubs.
 - Worked on OWEB extensions with Eric R. and Mark Grenbemer
 - Help Nancy with her Final Report to OWEB
 - Did lots of ordering of supplies and materials
 - Meet with Insurance agent to go over 2016's benefits package, get updated on any changes being made to our policy. Renewed our policy.
 - Had a meeting with staff to update them on any changes being made to our insurance policy.
 - Worked with auditor to finish last year's audit and get all paperwork filled properly with appropriate agencies
 - Worked with Banner Bank to get the savings account opened.
 - Enjoyed Thanksgiving in Astoria with my daughter and extended family.
 - Terry Burlison, Project Planner:
 - Surveyed culverts in Elk Valley Creek (West Fork Cow Creek) with Joe Carnes.
 - Surveyed culverts across the rest of West Fork Cow Creek with BLM fish biologist Mike Crawford.
 - Attended the monthly watershed council meeting.
 - Worked with BLM fish biologist Steve Clark on a drinking water source area grant application for West Fork Canyon Creek.
 - Attended the Brush Creek Restoration Tour with local agency biologists and a few members of the public.
 - Posted project and tour photos on PUR's Facebook page.
 - Worked with Steve Clark and Mike Crawford on coordinating work needed to be accomplished with the line pulling machine before the instream season starts.
 - Kept up contact with self-loader truck that is contracted to pick up identified burn logs and stockpile them in West Fork Cow Creek.
 - Collected monitoring photos in Brush Creek and prepared an OWEB report.
 - Met with Amy PD to talk upcoming fundraising plans.
 - Contacted my active federal partners to continue updating the five year restoration implementation plan.
 - Worked with Eric Riley to keep him updated on accomplishments with log moving and partner coordination.
 - Looked over the preliminary culvert data and determined that there are fewer culverts to replace in West Fork Cow Creek than anticipated. Also, the BLM owns most of them.
 - Met with federal partners to discuss project budgets and work to confirm the list of projects to be implemented in 2016.
 - Worked with Mike Crawford to prepare and submit an abstract for a poster about the West Fork Cow Creek project to present at the Oregon American Fisheries Society meeting.
 - Worked on the poster project.

- Did a final inspection on two bridges placed in Rice Creek and worked with the landowner to plan instream work for 2016 in Rice Creek.
- Sandy Lyon, Monitoring Coordinator:
 - Working on OWEB Final Monitoring Report summarizing 10 years of monitoring. Lengthy data analysis and report formatting process.
- Joe Carnes, Watershed Technician/ IT Support
 - Conducted regular monitoring runs.
 1. Lower South Umpqua 5th Field Run
 2. Reference Run (this includes sites from five 5th field watershed that previously were conducted as their own more comprehensive monitoring run)
 3. Upper Umpqua 5th Field Run
 4. Calapooya 5th Field Run
 - Conducted culvert surveys in West Fork Cow Creek, in the Elk Valley drainage with Terry.
 - Ordered and Replace pH probe for the Sonde, old one fell outside of the range able to calibrate.
 - Attended PURs tour of Brush Creek.
 - Call an YSI technician about difficulties with new pH probe calibrating at a warning QC score.
 - Attended a PUR Staff meeting
 - Fixed glitches in PUR Data Basin Map
 - Took Monitoring Photos of Brush Creek for an OWEB monitoring report.
 - Updated Data Basin link on PUR's website
 - Attended and presented on a PowerPoint at Hydro Breakfast.
 - Formatted an OWEB Report.
 - Assisted Dave Williams (Water master) with an OWEB Report
 - Compiled and organized past monitoring data collected for reporting and summarization.
 - Created Charts from 10 plus years of collected data for on OWEB summarization report.
- Matt Ruwaldt, Coastal Project Manager:
 - Attended the PUR board meeting
 - Attended a PUR staff meeting
 - Continued with design work on Elkton-area tribs. Eric Himmelreich and I were joined by Eric Riley on lower Waggoner Creek, where we designed .3 miles of sites on private ranch lands. Sites consisted of rocks as the water levels were deemed too intense to incorporate logs. Eric Himmelreich and I also designed .3 miles of sites on Cedar Creek, a tributary to Waggoner Creek. He were used both logs and boulders as it is a smaller stream. Finally, we walked Butler Creek, a direct tributary to the Umpqua. We didn't design any sites, as we will be involving the Coos BLM staff when they are available.
 - Continued working on the Scholfield Wetlands project. I attended the City of Reedsport city council meeting, in an effort to judge how much support there is for the project. I worked with CCA members to build support and provide information. MRT staff and I have been in regular contact and it appears that support is growing.
 - Continued working on final reports for Camp Creek. Worked on extension requests for Scholfield ranch and Sawyer/Fitzpatrick.
 - Began working on staging materials at Lutsinger Creek. Worked to get a road use permit from the BLM. After hauling a couple of loads of boulders it was determined that we will need to wait for dryer conditions.
 - I will be moderating and speaking at a session on Estuaries at the Oregon AFS conference in Seaside. I've been spending some time recruiting speakers and putting my talk together. Speakers include staff from the FWS, other watershed councils, and MRT.

INDEPENDENT CONTRACTOR REPORT: Nov 12, 2015 – Dec 11, 2015

- Nancy Geyer, Education and Outreach Consultant
 - Reminded the staff of the upcoming newsletter and the need for articles
 - Confirmed with Tom Sutton PUR's participation in the 2016 UFA fish release program running the Invasive Species station
 - Completed "Salmon Schools Phase 1" final report and submitted to OWEB
- Amy Pinson-Dumm, Grant Writer
 - Worked with Terry on Grant application for Olalla Creek project in partnership with the Roseburg BLM

STAFF UPDATES:

- Eric R.

- ESR Funding for Stouts Creek: This is a project that Eric is working on with Roseburg BLM and it is a project that is a little out of the norm for PUR. While the project is a restoration project, it is an emergency restoration project with one of the objectives being the protection of property and infrastructure. Its funding source is not a traditional sources, rather an emergency funding situation from state and federal agencies. Eric wanted to ensure the Board had an opportunity to ask any questions about the project.
- Terry B.
 - Gave a high water update on projects and throughout the basin.

UNFINISHED BUSINESS:

- Eric R. asked if there were any more follow up questions on the FIP. There were none voiced.
- Mason Bee House, Ann C. will work with her husband to make this.

NEW BUSINESS:

- Eric R. gave a RAC application update.
- Eric R. asked about Derby Banquet Tables. Blair N. made a motion that PUR purchase as many seats as Board Members want to go. Paul H. 2nd the motion. Motion passes.

COMMITTEE REPORTS:

- Executive Committee:
 - Walt, having monthly meetings, things are going well. Walt handed out last month's agenda so that everyone had an idea what the ex-committee goes over. The Ex Committee feels that the committee chairs need to step up.
- Technical Advisory Committee (TAC):
 - Walt, there will be a TAC meeting immediately following the board meeting.
- Finance Committee: Walt Gayner
 - Will call for a meeting soon.
 - Still looking for new building!! Please let Eric R. or Walt G. know if you have any leads on this!!
- Nominations Committee: Darin McMichael
 - NTR
- Education Committee: Alan Bunce
 - Watch for a doodle poll.
- Monitoring Committee: Sandy Lyon
 - NTR
- Policy and Procedure: Ken Carloni
 - Ken would like to step down, looking for new chairperson.
 - Would like to have a meeting immediately following a board meeting.

Presentation: 2015 A Year in Review

The PUR Staff gave the Board of Directors a presentation on 2015 accomplishments and a look ahead at what is coming up for 2016.

Announcements:

- Christmas will be on December 25 this year.

NEXT MEETING: Tuesday, January 19th, 9:00 a.m.

- ODFW Conference Room, 4192 N. Umpqua Highway, Roseburg

ADJOURN:

- The meeting was adjourned 10:58 am.
- The executive session began at 11:00 until complete.

/S/ Gilaine Wright/Eric Riley
PUR Secretaries