

South Santiam Watershed Council Meeting Minutes

May 24, 2016

Present: Eric Andersen, Lee Peterman, Diane Kahldahl, Norm Kahldahl, Nancy McHaugh, Nancy Gilmore, Rob Emmons, Scott Marlega, Katie Kohl

The group met at 3pm at the Lebanon Public Library. Welcome and introductions were made.

Lee Peterman is a local landowner from the LaComb area who is interested in serving as a board member in a non-chairperson role. Lee is going to be a temporary board member for the duration of 2016. If he is still interested he will be formally accepted as a board member in 2017.

The April minutes were approved with minor revisions. Minutes have been posted to the Council web page.

The SSWC financials for the fiscal year were presented. The board was interested in having a training session on how to read and interpret the financial reports. For example, the chart of accounts is composed of numerous numeric codes used to describe income and expenses. A glossary would assist with deciphering the codes. Eric is currently working with our book keeper, to revise and update our Quick Books chart of accounts and item list. This is needed because the existing Quick Books structure is out of date with the Council's current and future needs. This will occur after the fiscal year in order to give Marilyn time to determine how we use the codes and make suggestions on efficiencies. A mandatory Council board fiscal training will be scheduled for fall 2017.

There is a current need for a project manager for the South and North Santiam Councils. The number of existing as well as new projects is more than a 1 person job. There is funding for a project manager and potentially a field technician. New staff are needed quickly in order for operations to run smoothly. Landowners we work with are our customers/clients and we need to be as responsive to them as possible. Eric will be doing project management in the interim. There is discussion of whether the staff will be housed at BEF, Cascade Pacific (eg North Santiam) or the South Santiam council. Because the South Santiam has a 1 room office, we cannot physically accommodate new staff, unless they work from home. Working from home is not preferable as there is no oversight. The lack of office space is a limitation for the Councils ability to grow and function adequately. This needs to be a topic of future discussion. Having staff through BEF may be preferable. The Luckiamute has an arrangement like this and it works very well. However, this takes the responsibility away from the Council. Housing employees at cascade Pacific (North Santiam) keeps the staff local and places the responsibility on the Council. At the May meeting the best option seemed to be to have the new staff employed at BEF, but physically located in Stayton office.

Since the change of the South Santiam, North Santiam, Calapooia partnership there has been a loss of efficiency. We have dropped staff but the workload has stayed the same. This is not sustainable. The South Santiam would like to explore options for efficiency with the North Santiam. The shared staff as discussed earlier would be one example of finding efficiency. The MMT and OWEB have capacity grants that can fund a consultant to identify efficiencies of both Councils.

The South Santiam Council has been acting as the fiscal sponsor for the South Santiam All Lands Collaborative (SSALC) for 1 year. However there is not written agreement between the 2 organizations. This places both organizations at risk by not clearly identifying the roles and responsibilities of the arrangement. The Council was going to act as a pass through for grant funds and it has blossomed into a much more involved role for the Council. A Council board member (Nancy Gilmore) will attend the June SSALC meeting with Eric to discuss this. Eric has created a draft MOA between the 2 groups for approval.

The Council has received an addition \$20,000 capacity funding from the Meyer Memorial Trust for participation in the model watershed program. The Council will receive funds in 2018 and 2019. After that the model watershed program will end. It is important for the Council to prepare for this reduction in funds.

Eric and Angie gave updates on projects and education, respectively. There will be 2 instream projects in summer 2016, Crabtree creek side channel and Moose creek tree tipping. There are several sites that were planted in Feb 2016 that will be mowed or sprayed (e.g. treated with herbicide) in summer and fall. There are new landowners that are interested in signing up for CREP and having the council do the planting, etc.

Angela has been working on education with Sweet Home and Lebanon students. They have been visiting project sites and doing monitoring of previously planted sites. They have also been monitoring water levels at the old Knife River property in Sweet Home. There are several grants that Angie is applying for in 2017.

The meeting adjourned at 5pm.