

Elk Creek Watershed Council

Board of Directors Meeting Minutes

June 18, 2019

Board Attendance

× Marvin Akins	× Brad Chapman	✓ Cindy Johnsrud	✓ Bob Rundell
✓ Susan Applegate	× Joe Coons	× John Kittelman	× Gene Zuiches
✓ Nick Botner	× Kittie Coons	✓ James Mast	
× Harold Burris	✓ Linda Galetti	✓ Rick Reinhart	

Others in Attendance

Jen Bailey, Lee Russell

Meeting Minutes

The Board approved the May 2019 meeting minutes (motion by Rick Reinhart, seconded by Cindy Johnsrud).

Treasurer's Report

The Board approved the Treasurer's Report of June 18, 2019 and the Accounts Payable, with the addition of \$524.00 to Hiscox Insurance for liability insurance coverage (motion by Susan Applegate, seconded by Rick Reinhart).

Beginning Balance: 1 May 2019		\$45,002.45
Deposits:	\$34,269.86	
Checks:	(\$3,269.75)	
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Ending Balance: 31 May 2019		\$76,002.56
Deposits		\$0.0
Outstanding Checks		(\$615.00)
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Balance		\$75,387.56
Accounts Receivable	\$0.0	
Accounts Payable	\$0.0	
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Fund Balance		\$75,387.56

Executive Committee and Council Business

James Mast reported that the Executive committee reviewed and made recommendations on current project work, as well as the personal services contracts for the next biennium.

Bureau of Land Management – Jeff McEnroe is out on paternity leave.

Oregon Department of Fish and Wildlife – Eric Himmelreich is taking vacation before the instream work season.

Douglas Soil and Water Conservation District – Walt Barton caught up with Lee and Jen before the meeting.

Council Coordinator

Jen Bailey reviewed the Council Coordinator’s report (*see attached*). Primary focus is the Jack and Hardscrabble Creeks Restoration project, especially purchasing enough logs for the project, as plans have been shifting.

Executive Director

Lee Russell reviewed the Executive Director’s report (*see attached*). The Board discussed the information provided by the rapid bioassessment surveys.

Old Business

None

New Business

The Board approved raising Lee Russell’s council support annual compensation to \$38,000, and two-year personal services contracts for Jen Bailey and Lee Russell (motion by Bob Rundell, seconded by Susan Applegate).

The Board approved hiring Bob Rundell as the contractor for the Jack and Hardscrabble Creeks Restoration project (motion by Susan Applegate, seconded by Rick Reinhart). Bob Rundell declared a conflict of interest and abstained from the vote.

The Board approved the purchase of logs from Lee Russell for the Jack and Hardscrabble Creeks Restoration project (motion by Bob Rundell, seconded by Susan Applegate).

Adjournment

Elk Creek Watershed Council

Council Coordinator Report

June 14, 2019

Restoration

1. Jack and Hardscrabble Creeks Restoration
 - Thanks to BLM RAC funding and Jeff McEnroe, project permitting went through ARBO, circumventing the need to write permit applications to DSL and ACOE.
 - Secured County Land Use permit from the Douglas County planning department.
 - Completed final edits to the OWEB grant application, to get the grant agreement done. This took longer than expected, coordinating with the Lower Jack Creek small grant.
 - Finished up resurveying and flagging all 75 instream sites with Eric Himmelreich (though now 15 sites need to be re-flagged).
 - Worked with contractor to clear roads and riparian area to access instream sites on both sides of Hardscrabble Creek.
 - Applied for Umpqua Fish Enhancement Derby funds to purchase logs.
 - Got engineer's and landowner's approval of the final engineering designs for the Hardscrabble Creek bridge.
 - Worked with Eric H. and Lee Russell to incorporate ~200 trees with rootwads from Lee's property into the instream habitat structures.
 - Contacted potential providers of logs.
 - Coordinating with contractor on summer work.
 - Working with landowner and rancher to finalize off-channel livestock watering system.
 - Working on site preparation for upper Jack Creek.
 - Working on tree and shrub plant order for upper Jack Creek.
 - Need Jack Creek railcar bridge design from Walt Barton.
2. Lower Jack Creek Livestock Water
 - Received signed grant agreement from OWEB.
 - Will get County Land Use permit from the Douglas County planning department.
3. Kennerly Stream Protection
 - Have signed grant agreement from OWEB.
 - Scheduling a kick-off meeting with Walt Barton and the landowner.
 - Will get County Land Use permit from the Douglas County planning department.
4. Turkey Crick Livestock Water
 - Received signed grant agreement from OWEB.
 - Will get County Land Use permit from the Douglas County planning department.
 - Rancher is ordering materials to get started on this project.
5. Clover Creek Livestock Water Improvement
 - Awaiting signed grant agreement from OWEB.

6. Ellenburg Creek Habitat Improvement
 - Scheduled OWEB Regional Review Team site visit for June 25th.
 - Working on getting Ellenburg Creek back on OFFW's list of surveyed streams, excluding the first .4 of a mile for which permission to access is denied.
 - Will survey for juvenile coho above the bedrock ledge with Eric Himmelreich.
7. Buck Creek Fish Passage
 - Will survey for juvenile coho above the bedrock channel with Eric Himmelreich.
8. Big Tom Folley Rapid Bio-Assessment
 - Getting access permit from Seneca for summer survey work.
9. Yoncalla Oil Spill Funds
 - Douglas County Natural Resources may be developing a project on my property to spend Yoncalla Oil Spill Funds on habitat improvements for amphibians.
10. 2019–2021 Small Grant Program
 - Need to get the Umpqua Small Grant team re-established for the 2019–2021 biennium.

Communications and Outreach

1. Landowner Contacts
 - Continuing to follow up with landowners wanting help with storm cleanup.
2. Brochure
 - Need to get back to this, and have asked for Lee's help.
3. Landowner Free Lunch
 - The next lunch program will be in late March 2020.

Executive Director Report

18 June 2019

Outstanding OWEB Small Grants:

- I.) **Bills Creek Habitat Improvement: (#07-14-005)**
 - The monitoring report was submitted and accepted by OWEB.
- II.) **Zuiches Riparian Improvement: (#07-14-006)**
 - A monitoring report will be submitted in 2019.
- III.) **Yoncalla Creek Livestock Crossing: (#07-16-007)**
 - A monitoring report will be submitted in 2020.
- IV.) **Fitch Creek Culvert Removal: (#07-16-008)**
 - A monitoring report will be submitted in 2020.

OWEB Restoration Grants:

- V.) **Jack and Hardscrabble Creeks Restoration: (#219-2029)**
 - The grant application was approved by OWEB for \$342,703.
 - The bridge for Hardscrabble Creek has been ordered.
 - OWEB required some edits to parts of the application. When these have been completed, we should get a grant agreement.
- VI.) **Ellenburg Creek Instream Restoration: (#220-2009)**
 - The OWEB Restoration Grant was submitted on April 29th. The total request was for \$183,375.
 - Seneca has agreed to donate lots of 30-40 year-old trees that went down in the snow storm. This should make it a great project.

Watershed Council Assessment & Planning Projects:

- VII.) **Cascade Environmental Data Evaluation & Restoration Plan:**
 - The Executive Committee evaluated the sixth-fields for the potential for landowner cooperation. This was added to the prioritization criteria for ranking sixth-field priorities.
 - Cascade is using these criteria to develop a multi-year restoration strategy for the Council.
 - Cascade is planning on submitting a draft of the watershed restoration plan early next week.
 - We are still trying to set up a meeting with Seneca to show them the results of our habitat analysis, and how we will use this to prioritize restoration in the Elk Creek Watershed.
 - When we meet with Seneca, my goal will be to show them that using the bioassessment surveys to develop a “data-driven” restoration plan, using the data from Ellenburg Creek, will satisfy Seneca’s to better understand what restoration work has been done in Big Tom Folley, and how successful that work has been.

VIII.) Landowner Outreach and Education Grant (BLM):

- Cascade has used some of this grant to develop the presentation materials that we want to present to Seneca for restoration in Ellenburg Creek.
- This format can be used in the development of landowner outreach materials for any subwatershed.

IX.) Watershed Assessment/Bioassessment (BLM):

- We still have funding to complete another 10-15 miles of stream survey. We are hoping to do survey work in Big Tom Folley in summer of 2019.
- John Runyon is trying to locate a crew that can collect the data in late July or early August.

Watershed Council Management:

X.) OWEB Council Support Grant:

- OWEB has reviewed our application and determined that we have met their merit qualifications. We will be recommended for full funding for 2019-2021. .
- The fund request for January to March has been submitted and the funds received.

XI.) Umpqua Basin Collaborative:

- The Umpqua Basin Collaborative has not met for more than a year. Until someone steps up to provide the leadership to move this forward, the Umpqua will not be able to submit an application for an OWEB implementation grant.

XII.) Douglas County CREP:

- The CREP Partnership meets monthly to review and facilitate CREP contracts in the Umpqua Basin. The Council has been coordinating and administering the contracts for projects that require cultural resources surveys.
- The Farm Services Agency (FSA) has resumed new CREP sign-ups.

XIII.) Oregon Weed Board Grants:

- Applications for the 2019 Weed Board grants were submitted to OWEB in December. Only one of the two was approved.
- Douglas SWCD is working on the final reports (due June 30th) for the Weed Board grants. This will allow us to submit the final payment requests. .

XIV.) NRCS Farm Bill Assistance:

- The OWEB application for supplemental support for the NRCS was approved.
- At this point, the CREP Technician will work with the NRCS District Conservationist to perform the work, Douglas SWCD will bill the Council, and the Council will bill OWEB.
- This is similar to the way the Douglas County CREP program is set up.