

Partnership for the Umpqua Rivers

MONTHLY MEETING MINUTES

Date July 19, 2011

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

CALL TO ORDER:

The PUR president, Darin McMichael, called the meeting to order at 9:07 a.m.

INTRODUCTION AND ROLL CALL:

There were 34 people in attendance. There was a quorum of Directors present.

DIRECTORS AND ALTERNATES:

Agriculture & Livestock	Present	Absent	Alternate	Present	Absent
Jan Tetreault	X		M.A. Hansen	X	
Stanley Petrowski (President)	X		Dianne Phillips		
Paul Heberling	X		¹ Huebner ² Swingley		

Timber, Aggregate, Construction & Mining	Present	Absent	Alternate	Present	Absent
Darin McMichael	X		Dave Russel		X
Mark Kincaid	X		Jake Gibbs		X
Dave Archambault	X		Carol Whipple		X
Mike Flewelling	X		Bill Rice		X

Fishing, Recreation & Conservation	Present	Absent	Alternate	Present	Absent
Mike Brochu	X		¹ Yingst ² Frankenstein		X
David Parker	X		Claude Sterling		X
Cindy Haws		X	Craig Burns	X	
Ken Ferguson		X	Stan Vejtasa		X

Cities, Special Districts & Public Utilities	Present	Absent	Alternate	Present	Absent
Tracy Pope (Treasurer)		X	Richard Chasm	X	
Blair Nash	X		Vacant		
Rich Grost	X		Vacant		

County	Present	Absent	Alternate	Present	Absent
Tom Manton		X	Nathan Reed	X	

Tribes	Present	Absent	Alternate	Present	Absent
Amy Amoroso	X		John Schaefer		X

Members at Large	Present	Absent	Alternate	Present	Absent
Alan Bunce	X		Janice Green		X

OTHERS PRESENT:

Jake Winn	Jeff McEnroe	Matt Ruwaldt	Dale Greenley	Sandy Lyon
Debbie Thornton	Gilaine Wright	Jerry Solley	Donna Fouts	Harold Ettelt
Bill Rice	Cindy Bright	Eric Riley	Kelly Crispen	Nancy Geyer
Thomas McGregor	Randy Rasmussen			

APPROVAL OF MINUTES: The minutes and staff report from the June 21, 2011 meeting were approved.

GENERAL DISCUSSION AND PUBLIC INPUT:

- Stan Petrowski introduced Randy Rasmussen as the new Executive Director for the Umpqua Watershed.

PRESIDENT'S REPORT: Darin McMichael

- Darin reported attending the TAC meeting and the executive meeting this past month. He feels Eric Riley is working very hard and he is excited about the future of PUR.

TREASURER'S REPORT

- Eric Riley announced that due to Tracy Pope's resignation, Eric Geyer has volunteered to be the new treasurer. Darin McMichael agreed with Eric Riley on Eric Geyer being an excellent candidate for the position as did Richard Chasm. Richard Chasm made a motion to accept Eric Geyer as the new treasurer and Mark Kincaid gave a 2nd. The motion was approved.
- Debbie gave treasurers report:

Bank Account	\$37,190.42
Outstanding Bills	\$74,358.85
Unrestricted Funds	\$160,177.79
Funds Requested	\$219,300.94

STAFF REPORT:

- Eric Riley, Executive Director:
 - Worked with project partners to get landowner agreements signed prior to work beginning and OWEB fund requests.
 - Wrote a letter to the membership to be mailed with the dues forms.
 - Prepared and let contracts for Rock Creek, West Fork Smith River, Upper Smith River, Chasm Creek, and Olalla/Lookingglass projects.
 - Met with Matt Ruwaldt to coordinate project work.
 - Assisted with Newsletter preparations.
 - Worked with Amy PD to finalize Meyer Memorial Trust proposal. Proposal has been submitted.
 - Attended first Coos Bay RAC meeting in North Bend.
 - Attended fair planning meeting with DTO working group.
 - Worked with Ann Kercher to outline UBFA priorities for the remainder of the summer.
 - Worked with local loggers on purchasing logs for this summer's projects.
 - Met with Andrew Janos regarding a possible GIS Internship.
 - Conducted several coordination meetings with project partners regarding implementation schedule for summer 2011.
 - Signed payroll and invoice checks.
 - Applied for the Ford Institute Leadership Program training class for 2012.
 - Met with Debbie and Gilaine to discuss staff wages and salaries.
 - Prepared and let contracts for logs on the Wolf Creek and Olalla/Lookingglass projects.
 - Coordinated and hosted a meeting with the new executive committee.
 - Worked with Debbie and Bob Nichols to establish an agreement with an Eco Trust grant so that work can begin in the Tiller Ranger District.
 - Meet with Dan and Barbara Hatfield to discuss pending project details and get a landowner agreement signed.
 - Wrote Thank You notes to members who donated above the regular level.
 - Talked with Columbia Helicopters to coordinate a pre-project implementation visit in August.
 - Conducted a PUR Staff Meeting.
 - Met with Dan Jenkins to discuss R & E Grant options.
 - Attended DFPA Safety Meeting.
 - Meet with Mark Wall (RR Co.) to discuss summer projects and coordinate logistics
 - Meet with Bob and Judy Kinyon and received an update on retirement.
 - Participated in an OWEB Rules Committee Meeting to discuss upcoming changes on how OWEB will work as a result of Measure 76.
 - Design trip to Wolf Creek.
- Debbie Thornton, Fiscal and Data Manager:
 - Prepared payroll (with Gilaine's help)
 - Working with new QuickBooks program and making changes to our system
 - Attended council meeting

- Attended staff meeting
- Collected financials for Amy to finish the Meyer Memorial grant
- Met with Eric & Gilaine to discuss staff wages and salaries
- Gilaine & I gathered info for accountant to prepare audit
- Terry Burleson, Planner:
 - Maternity Leave
- Sandy Lyon, Monitoring Coordinator:
 - Wrote and submitted Wolf creek monitoring OWEB progress report
 - Wrote Article for PUR newsletter
 - Placed temp loggers in MC with MA
 - Working with Renee Davis-Born at INR about Water Quality Visualization Tool for the Umpqua Explorer
 - Kris and I placed temperature data logger off Mike Brochu's place on Lawson Bar and moved a few weeks later as water dropped
 - Placed temperature data loggers in Fate and Days Creeks
 - Wrote and submitted Annual Report for DEQ Grant
 - Attended Hydrologist's Breakfast - speaker Marc Stewart from USGS reporting on USGS's online tools for data access visualization those interest should check it out at <http://or.water.usgs.gov/grapher>
 - Kris and Heather are working on Cross-sections, photo points and pebble counts in Little Wolf Creek
 - Met with Kent Smith about DEQ final report coming up Umpqua River data and monitoring
 - Spent day placing temperature data loggers with Kris and Denise Dammann for Wolf Creek hyporheic flow study in Wolf Creek
- Matt Ruwaldt, Wetland Project Manager:
 - Completed initial layout on Weatherly Creek with Dan Jenkins. We hope to apply for funding in this October.
 - Finished up Coos RAC grants for the Waggoner Creek structure placement and Big/Sagabeard Creek fish passage projects.
 - Attended the PUR board meeting and spent the day in the office brainstorming the summer work with Eric.
 - Called in to the PUR staff meeting
 - Spent a lot of time on the West Fork Smith River project, including:
 - o Met with Mark Wall (RRCO) and contractor Gary Rundell to flag access roads to structure placement sites
 - o Worked with the Rundells and RRCO to ensure boulder size was adequate
 - o Met with Dan Jenkins to look at boulders and flag sites
 - o Met with Dan Van Slyke and BLM wildlife biologist John Chatt to work around murrelet restrictions and flag/identify tree placement sites
- Kris Lyon, Technical and Monitoring Associate
 - Finished PUR newsletter
 - Started Little Wolf Creek Cross Sections and Pebble Counts
 - Helped place temperature data loggers in Wolf Creek hyporheic flow study area
 - Placed data logger at Lawson Bar
 - Started brochure/handout for fair and other events "What We Do"
- Nancy Geyer, Education and Outreach Program Manager:
 - Picked up and paid for five completed salmon sculptures from Dean Allison.
 - Sent the Fish Toss Game canvas to a seamstress for finishing.
 - Worked on soliciting support for the September stream clean-up event and for geocaching the salmon sculptures.
 - Attended the July staff meeting.
 - Met with Eric Riley about the Douglas County Fair and River Appreciation day; worked on displays for both events.
 - Sent thank-you cards to the Salmon Scavenger Hunt sponsors.
 - Coordinated and participated in the interviews for two AmeriCorps applicants.

- Ann Kercher, Culvert Inventory Specialist
 - Began identification of culverts that have been replaced or adjusted for fish passage and need to be resurveyed for UBFAT database by gathering data from relevant agencies and landowners
 - Prepared for continuation and completion of Smith River surveys with Heather B.
 - Worked with Phoenix School to arrange for summer work crews to remove blackberries on Morgan Creek and Fate/Days Creek riparian projects
- Amy Pinson Dumm, Grant Writer:
 - Worked on grant application to the Coos RAC for the Waggoner Creek project.
 - Met with Eric at the PUR office and worked on an inquiry to Meyer Memorial Trust (MMT) for council support. Submitted online inquiry to MMT July 7.
 - Researched internet web sites for additional funding sources.
 - Summarized opportunities with the Southern Boundary for 2012 and Club Fostered Stewardship program for stream cleanup and water trail projects and sent information to PUR staff.
 - Attended staff meeting at the PUR office.

UNFINISHED BUSINESS:

- Darin McMichael announced that we still need a Secretary.

NEW BUSINESS:

- Eric Riley and Darin McMichael presented Stan Petrowski, Alan Bunce with plaques thanking them for their time served on the board. There was also a plaque for Tracy Pope that was to be delivered to her after the meeting.
- Jan Tetreault will continue to serve her term out and M.A. Hansen will continue to serve as the Alternate.
- Tracy Pope has formally resigned as the Treasurer and as a Director. Richard Chasm will assume the primary Director's position and will serve out the rest of the term that Tracy has vacated.

PRESENTATION(S):

- Eric Riley gave a project update for the summer season 2011. There are 14 projects this summer. Sandy Lyon also gave a monitoring update.

COMMITTEE REPORTS:

- Technical Advisory Committee (TAC): Eric Riley – the TAC did meet and had good discussion regarding the Elk Creek project. There will be no wood placement this year and there is going to be an assessment on the 2 bridges. Amy Amoroso and Eric Riley are currently looking for an engineer the assessment. TAC is also trying to communicate with Mr. Caley to have him more involved. PUR is also looking into legal responsibilities. There is no meeting currently scheduled.
- Nominations Committee: Alan's term has ended and his duties as the nominations committee chair are also ending. Alan would like to see some guidelines for nominating new board members put into place, he felt that was lacking. Additionally, he noted that a policy regarding Director succession and the identification of new Directors is also needed. He wants to ensure that the organization remains healthy and that we do not become a "Good 'ol Boys Club. Amy Amoroso would like to chair the nominations committee that will look at the current process and where we need to go.
- Education Committee: Nancy Geyer – Nancy would like to hold a meeting soon. She is very busy getting everything ready for the fair, river clean-up and the geocaching. As well as interviewing for the new AmeriCorps person.
- Water Trails Steering Committee: Eric noted that the group is meeting regularly and has completed its flyer for outreach efforts. They are trying to get a steering committee going. Next meeting will be late Aug, 24th or 25th.

ITEMS FOR NEXT MEETING AGENDA:

- Rock Creek and Soda Springs Fish Passage Project tours.

UPCOMING MEETING ANNOUNCEMENTS:

- MA announced the Roseburg Old Town Market, downtown Main St & Cass. Thursdays from 5 – 8 pm.
- Amy announced the Lamprey workshop in July is full, but there is waiting list for another class maybe in Aug.

NEXT MEETING: Tuesday, Aug 16th at 8:00am. We will be going to the Rock Creek Fish Ladder and then on to Soda Springs. We will meet at the Fowler Street parking lot to load the bus. Please bring your own packed lunch.

ADJOURN The meeting was adjourned at 11:49 a.m.

/S/ Eric Riley
Interim PUR Secretary

Draft