



**UMPQUA SOIL AND WATER CONSERVATION DISTRICT
MONTHLY BUSINESS MEETING MINUTES**

January 9, 2025

Directors Present: Chair Nathan Baumgartner
Director Kate Baumgartner
Director Tom Black

Staff Present: District Manager/Conservation Planner Rhonda Black

Agencies Present: Bradley Stokes – USDA NRCS District Conservationist, Roseburg
Service Center

Others Present: Fiscal Provider Tanya Graham

MEETING CALLED TO ORDER:

The Chair N. Baumgartner called the meeting to order at 6:30 p.m.

SWEARING IN DIRECTORS & OATH OF OFFICE

The District Manager swore in Nathan Baumgartner as the At-Large 1 Director and Nathan Baumgartner took the Oath of Office.

Chair N. Baumgartner swore in Kate Baumgartner as the At-Large 2 Director and Kate Baumgartner took the Oath of Office.

Chair N. Baumgartner swore in Thomas Black as the Zone 1 Director and Thomas Black took the Oath of Office.

FISCAL PROVIDER REPORT:

Fiscal Provider Graham explained the financial report for the month ending December 31, 2024.

Page 1 - The Balance Sheet. It shows total current assets of \$ 34,971.99 and total liabilities & Equity of \$34,971.99.

Page 2 - Check Register - General Checking - started the month with \$32,723.43 and ended the month with \$25,889.63.

Page 3 - Statement of Activity - Total Income: \$69,492.34 and total Expenses: \$77,132.57. Leaving a cash balance of \$25,958.10.

Page 4 - Monthly Comparison – As of December 31st - Income: \$8,362.93 and total Expenses: \$6,414.05. Cash balance of \$25,958.10.

Page 5 – Reports that are due, PTO balances, and beginning of Individual Grant and/or funding source details.

Page 6 through 9 – Individual Grant and/or funding source details.

Fiscal Provider Graham asked if there were any questions and there were not, at which point, Fiscal Provider Graham exited the meeting.

APPROVAL OF BILLS & TREASURER’S REPORT FOR AUDIT

Chair N. Baumgartner made a motion, 2nd by Director T. Black to approve the bills and the December 2024 Treasurer’s Report. The motion **unanimously passed**.

APPROVAL OF MINUTES

The February 10th Meeting and March 3rd Special Meeting minutes for 2022 were not yet completely transcribed, but will be available at future meetings. All were lengthy meetings.

Chair N. Baumgartner made a motion, 2nd by Director T. Black to approve the December 12, 2024 Business Meeting minutes. The motion **unanimously passed**.

STAFF REPORT:

Conservation Technician/District Manager Rhonda Black:

January 9, 2025

- *OWEB:*
 - 2023-2025 District Operations Capacity Grant –
 - *6th quarter Capacity Grant reporting due 01/15/2025.*
 - *SWCD Capacity Grant Supplement Opportunity Related to Website Development due 01/17/2025. The Oregon Watershed Enhancement Board (OWEB) and the Oregon Department of Agriculture (ODA) have approximately \$193,000 to assist districts develop websites, upgrade websites, and ensure that their websites meet the new accessibility requirements under WCAG 2.1 AA and DOJ 28 CFR Part 35. Funds will be awarded up to \$20,000 through an amendment to your current 2023-2025 SWCD Capacity Grant and must be expended by 07/31/2025. No additional match is required. Not sure we need this, but a .gov domain might be handy to have.*
 - *02/07 Soil Workshop at the Great Garden in Reedsport with the NRCS Soil Trailer and Logan Bennett from OSU Extension. We will be handling sign-ups for this workshop, which will also include obtaining soil samples from the garden.*
 - *OWEB Small Grants Program:*
 - *OWEB Small Grants Status:*
 - *Otter-Baumgartner Ranch Livestock Exclusion – 60% of the funds have been used with the majority going to materials and supplies. The landowner has scheduled the gutter and downspout installation for spring 2025. This project is over 75% complete. The landowners are replacing their barn roof in anticipation of new gutters and downspouts.*
 - *Providence Creek Runoff Management – 60% of the funds have been used with the majority going to materials and supplies. This project is over 95% complete. Grant needs to be reported on by 02/04/2025.*
 - *Parent Ranch Livestock Exclusion Phase 1 – 60% of the funds have been used with the majority going to materials and supplies. All of the supplies have been purchased for this project and the fencing is 100% complete. The final step is*

the heavy use areas at the gates and elk jumps. The landowner had knee surgery at the end of August, therefore, the project will be completed at a later date.

- *Elk Creek Riparian OWEB Small Grant – 60% of the funds have been received from OWEB. Project work has been completed by SWCD contractor, Ruwaldt Consulting. This project is 99% complete. Summer 2025 will be for blackberry regrowth management and control, along with watering. We will make sure we have proper match then complete the OWEB reporting. Me and the contractor visited the site after a short period of heavy rain to see how project is holding up on 12/06. Project is holding in there.*
- *Costa Ranch Runoff Management – Grant application submitted September 14th for \$15,000 for gutters, downspouts, drainage line, geotextile fabric, and gravel for the heavy use protection area. The Small Grant Team has reviewed the grant and it has been approved by both the Small Grant Team and OWEB as of 11/22/2024. Waiting to find out when Mr. Costa is ready to begin working on his grant, but he felt that would be late spring.*
 - *Small Grants Pre-Project Tours –*
 - *NRCS District Conservationist Annie Marion has already requested a tour for the Lincoln SWCD Board of Directors this fall or later this winter.*
 - *Sarah Sauter with DEQ will be touring these sites 01/28 and 01/29.*
- *OWEB TA Grant:*
 - *We will be resubmitting this grant in the Spring.*
 - *Application submitted to OWEB on 04/26/2024. Contractor and District Manager working on this for 3-farm bridges, 2 other bridges/culverts, and a tidegate structure. This will be for the design, engineering, and permits.*
 - *Matching grant from ODFW for \$2,500 will need to be obtained.*
 - *Geotechnical site visit has been completed.*
 - *Lots of meetings with engineer.*
 - *Unfortunately, the OWEB review team recommendation for this grant was, “Do Not Fund”. The OWEB review team recommendation is available from the OWEB Grant Management website. We’ll review the evaluation and apply recommendations and then go from there to reapply to the program.*
- *BLM:*
 - *BLM Secure Rural Schools and Community Self-Determination grant, “Umpqua Noxious Weed Control” for both contractor and myself. Matt Ruwaldt Consulting will be representing Umpqua SWCD at the Coos BLM RAC meeting on either 01/14 or 01/15 and providing a 3-minute presentation on the proposed project virtually.*
- *PARTNERSHIPS:*
 - *Umpqua 7, Coos 4, Mid-Coast 3 OWEB Small Grant Teams –*
 - *Umpqua 7 –*
 - *Working with Lee Russell.*
 - *Attended the organization meeting for a new Elk Creek Watershed Coalition on 12/10/2024 at the Drain Civic Center where attendees began creating the organization’s bylaws, approving those. At the next meeting on 01/14 we will work on policies and create a board of directors.*
 - *Offered for Umpqua SWCD to provide administration for the Elk Creek Watershed Coalition at the meeting on Tuesday night. Some of the*

members are interested in that and asked me to find out from the Umpqua SWCD board if they would be interested in doing that. Had provided Lee Russell and Heather McNeill the document that Curry SWCD uses to provide their watershed councils with administration as a reference document.

- *Small Grant Team:*
 - *We have used all of the funds for the 2023-2025 biennium after the last small grant submission window.*
- *Partnership for the Umpqua Rivers –*
 - *Next meeting should be happening in January.*
 - *Not sure when tour of Glover site will occur.*
 - *Glover Lands Estuary Enhancement Project –*
 - *Keven Keller wants Umpqua SWCD to design the livestock watering system and obtain quotes for the materials and supplies. Will need to work with landowner in order to achieve this. PUR Executive Director Keller said he could provide some funding to the SWCD through PUR for SWCD performing this service. We will find out.*
 - *All four bridges are installed and the re-channelization work is as complete as PUR is willing to take it. The plans show much more re-channelization work, but PUR is done. Cris Salzar gave a presentation at the PUR meeting about the project.*
 - *Made a site visit with Mr. Glover to look at the bridges and other work that has been done on 10/24/2024. One of the bridges has a 6% grade. Not sure how this will work out as far as the “test of time” will go.*
 - *Met with Criz Salzar with PUR and Morgan Fay with the Umpqua Native Plant Partnership to discuss planting plan, work on obtaining plants and volunteers to plant plants.*
- *South Coast Tide Gate Collaborative – No new news.*
- *Tide Gate Affinity Group – No new news.*
- *State Tide Gate – No new news.*
- *Providence Creek Area Updates:*
 - *Port of Umpqua – Attended Port meeting 12/18/2024. Next meeting 01/15.*
 - *Providence Creek Tide Gates –*
 - *The Providence Creek Study Grant to Business Oregon has been awarded in the amount of \$160,000.*
 - *Grant for \$40,000 match will need to be written and our consultant will do that this winter.*
 - *Port of Umpqua approved contracting with Ruwaldt Consulting at their October 16th Port meeting.*
 - *Don Porior will be doing the design and engineering for the project.*
 - *Don Porior created a project timeline 12/11/2024.*
 - *Meeting at the Port with Port Manager Scott Kent, Matt Ruwaldt Consulting, and Don Porior joined us by telephone 12/12/2024.*
 - *At the 12/18/2024 meeting the Port of Umpqua Commission made a motion to not be involved in tidegate work as they feel that working on the Providence Creek tidegates will make them responsible for all of the*

- tidegates in their entire District. While they had seed funding and we were going to get grants to cover 100% of the project, they backed out.*
- *Meeting between SWCD, Port of Umpqua, and Matt Ruwaldt Consulting on 12/23/2024 to figure out what to do at this point.*
 - *Contacted Business Oregon on 12/23/2024 and found that it is now possible for SWCDs to apply to the Business Oregon Levy Program. We can potentially either transfer the grant from the Port of Umpqua to the SWCD or, according to Becky Bryant with Business Oregon, since the grant was already successful, we can reapply to the program through the SWCD and it will be easy for the new grant to go through, that way we can start over with a clean, new grant. We will be meeting soon to discuss options on how to save this grant one way or another.*
 - *Don Porior Engineering looked over the title documents regarding the tidegates and found that the Port of Umpqua can work on the tidegates at Providence Creek and are the party responsible for those according to two deeds dating back to the October 1947 Easement Deed and the 1950 Easement Deed to work on the drainages between Hubbard and the US Army Corps of Engineers. Either the SWCD or the Port need to ask the title company to complete the report as we need to find out if there is an easement to access the portion of the property (depending on what the title report indicates) owned by Roseburg Resources. 01/02.*
- *Leeds Island Park and Restoration Project* –
 - *City Council approved Council Letter 024-036 at the 05/06/2024 meeting, 4 out of 5 Council members. One member of the public spoke up highly in favor of the project. No members of the public spoke up against the project. The letter authorizes Umpqua Soil Water Conservation District, working with Matt Ruwaldt Environmental Consulting and Oregon Parks and Recreation Department on a local Government Grant Program, to move forward planning a Leeds Island project.*
 - *Grant in the amount of \$40,000 will be written for TA.*
 - *A grant to the Oregon Parks & Recreation Department Grant will need to be written for acquisition. Written by Contractor and submitted by City of Reedsport as this grant must be submitted by a city.*
 - *It is time to follow-up on this as the cattle are no longer at Leeds Island and it is time to move forward.*
 - *Additional Information:*
 - *Weekly meetings with Engineer.*
- *Douglas County* – *No new news.*
 - *Smith/Umpqua/Dunes Stewardship Group* – *Met 01/08.*
 - *DEQ Umpqua TMDL Implementation* – *Sarah Sauter with DEQ will be visiting Reedsport and Elkton for a tour of our projects in January 28-29, 2025.*
 - *Forest Service* –
 - *Tsalila – Report due.*
 - *Oregon Central Coast Forest Collaborative –*
 - *Attended 12/13 meeting.*
 - *Next meeting 02/14.*
 - *Umpqua Oaks Partnership* – *No new news.*

- Umpqua Native Plant Partnership – No new news.
- Hydro Breakfast Meeting – Next meeting 02/06.
- USDA/NRCS –
 - *AgLearn – Contacted by Wallace Jennings with NRCS and he is working on getting the AgLearn training set up again. Had meeting on 12/17. A lot of people have been working on this. Completed Security Awareness Training, and have been going through a lot of hoops.*
- Douglas Weed Management Area – MOU ready to be signed.
- Oregon Association of Conservation Districts (OACD) – District Manager’s Meeting 01/30.
- Oregon Conservation Education Association Network (OCEAN) – CONNECT will be held April 8-10, 2025 at the Florence Events Center.
- Oregon Coastal Zone Management Association – No new news.
- Oregon State University Extension Service – Working on a soil health hands on workshop. Discussed earlier.
- Oregon Climate and Agriculture Network – Will be attending the Soil Health Network Regional HUB meeting January 21st and 22nd in Corvallis.
- OWEB – No new news.
- **TECHNICAL ASSISTANCE:**
 - Will be making a site visit to another Elkton/Azaila Drive Vineyard later this year or early 2025 to obtain soil samples.

Ongoing TA:

 - Elk Creek Riparian Restoration Projects:
 - *5 properties involved with this project, one of which is already being worked on through a small grant. Hoping to work with the City of Elkton on these projects, which will fit into their DEQ TMDL plan. This is a stretch of Elk Creek within the City limits of Elkton where there is little to no shade on the creek, and the riparian has been invaded by Armenian Blackberry and at least two different kinds of ivy, along with Reed Canary Grass.*
 - Continuing to work with Butler Creek landowner on future OWEB Small Grant to reduce Ag runoff from barn by placing gutters and downspouts. Hoping to fund a water collection storage tank for piping water to livestock water tank on hardened pad.
 - South Side Smith River. Will be following up with water quality plan and OWEB Small Grant on a small heritage pig operation.
 - Contact made with Smith River ranch owner who is interested in bridges, livestock exclusion fencing, off-stream watering, tide gate replacement, etc. Follow-up in process. Will visit ranch this summer to begin AgWQ planning, mapping, etc. Will follow up in spring 2025 with Umpqua SWCD Contractor for additional site visits and recommendations.
 - Possible in-stream work, riparian buffer and grant for project at Wild Azalea Vineyards. Will need SWCD Contractor’s assistance with this and will make a site visit with him upon his return in early 2025.
 - Providence Creek – Landowner called about fill and removal, levy repair, fencing, etc. Will follow up in early 2025 when Consultant is available.
 - Working with South Side Smith River landowner about small grant program application to provide assistance for fiber goat operation to assist with heavy use areas and barn water runoff at various locations on the ranch. Will write small grant in next small grant biennium.
- **ADMINISTRATION:**
 - Financial documents, statements, timesheets, etc. recorded, filed, and loaded into Google Drive for Fiscal Provider.

- Meeting information provided to Directors, and ODA WQ Specialist & Program Lead.
- Business Meeting notice provided to media, electronic notice list.
- Took portions of planned vacation. Have been sick with Covid, yuck.

Bradley Stokes – USDA-NRCS District Conservationist, Roseburg Service Center

- District Conservationist Stokes introduced himself, and described how the Roseburg office is currently working on Environmental Quality Incentives Program (EQIP) and Conservation Stewardship Program (CSP) applications.
- Described how getting the District Manager’s AgLearn account reactivated is a priority for him and Heather Madina (Basin Team Leader), so that plans can be certified, etc.
- District Conservationist Stokes stated how he is looking forward to getting to know everyone.

Annie Marion – District Conservationist, USDA-NRCS Waldport Field Office

- Provided a written report to the Umpqua SWCD Board of Directors:

December 2024

Announcements/Updates:

- EQIP Organic Transition Initiative (OTI) sign-up deadline is January 17, 2025
- EQIP CPA/DIA/CEMA “Act Now” (including Forest Management Plans and Comprehensive Nutrient Management Plans) sign-up deadline is January 31, 2025
- Conservation Stewardship Program (CSP) application deadline is February 28, 2025

Meetings/Site Visits:

- Dec. 3 – Site visit for EQIP pasture application near Logsdon
- Dec. 5 – Site visit for EQIP IRA farmstead application (gutters, heavy use area, rainwater storage) near Siletz
- Dec. 6 – Site visit w/ Seth (Siuslaw SWCD) & Caleb (SWC) to discuss potential floodplain restoration project on N Fork Siuslaw near Florence & EQIP IRA AFO/ pasture application
- Dec. 11 – Siuslaw Estuary Technical Advisory Committee meeting organized by McKenzie River Trust
- Dec. 11 – Site visit w/ Cal Knights (NRCS Forester) for EQIP forestry application near Logsdon
- Dec. 13 – Site visit for EQIP forestry practice certification near Newport
- Dec. 16 – Site visit for EQIP Forest Management Plan certification near Logsdon
- Dec. 17 – Meeting w/ new CTSI Forester regarding EQIP project planning/timelines
- Dec. 18 – Basin Team Meeting in Roseburg
- Dec. 19 – MidCoast Watersheds Council Tech Team Meeting
- Dec. 20 – EQIP application eligibility deadline
- Dec. 23-27 – Annual leave

PROGRAMS:

Environmental Quality Incentive Program (EQIP)

- FY25 EQIP eligibility deadline was December 20, 2024:
 - Received a total of 19 EQIP applications—2 canceled, 1 deferred, and 2 were ineligible, so proceeding with assessment/ranking on 14 applications:
 - 3 Western Lane County (1 Local Foods, 1 OTI, 1 IRA – Farmstead)
 - 11 Lincoln County (2 Local Foods, 3 Upper Yaquina Water Quality, 2 Forest Resistance & Resilience, 1 Forest Management Plan, 2 IRA Pasture and 1 IRA –Farmstead)

Conservation Stewardship Program (CSP)

- *Current CSP Contracts*
 - *Completed certification of activities for FY24 annual payments*
- *FY25 CSP Renewals*
 - *Completed contracting for 1 renewal application (Lane)*

Easement Programs

- [*Agricultural Conservation Easement Program \(ACEP\)*](#) & [*Healthy Forests Reserve Program \(HFRP\)*](#)
 - *New NRCS Basin Staff:*
 - *Royce Daniels, Basin Wetlands Specialist (Eugene office)*
 - *Keira Cameron, Pheasants Forever partner biologist (Eugene office)*

DIRECTOR REPORTS:

None.

BUSINESS ITEMS

1. Director Recruitment – Discussion

The District Manager provided information and resources information from the Special Districts Association of Oregon regarding Director recruitment and the importance of recruiting Zone Directors from both Zone 2 and Zone 3 of the District in order to have full representation of the District.

Chair N. Baumgartner and Director T. Black will be talking to landowners in these Zones.

FUNDING COMMITTEE

Reports and follow up to items.

No new news.

ADJOURN MEETING:

Meeting adjourned at 7:12 p.m. by Chair N. Baumgartner.

NEXT MEETING DATE

The next business meeting for the Umpqua Soil and Water Conservation District is scheduled for February 13, 2025 at 6:30 p.m. by Go-To-Meeting teleconference and/or by computer, tablet or smartphone.

Respectfully submitted,
Rhonda Black
District Manager/Conservation Planner
Recorder