

Middle Fork Willamette Watershed Council  
Board of Directors Meeting

25 March 2009  
Lowell, OR  
6:12 PM

Present: Sean Stewart, Barbara Hazen, Chuck Davis, Eve Montanaro, Nancy Sawtelle, Chad Stuart, Chuck Spies, Pat Burns, Stephanie Schroeder

I. Welcome and Review of Agenda – Mr Davis

Agenda approved as written.

II. Approve Minutes of 11 Feb 2009 BOD Meeting Minutes – Mr Davis

Ms Hazen said that the recorder's name (Cary Hart) needs to be added to the official copy of the minutes. The minutes were then approved with the above noted addition.

III. Board Member Announcements

- Mr Spies said that all the cities are working hard to get grant applications in for stimulus monies. Lowell has a request out to DEQ to extend the city sewer system. They also hope to get rid of the old park sewage lagoon which is on Army Corps property. The city is also working on a wetlands mitigation project.
- Mr Stewart said that he is hoping to re-schedule the gravel distribution work party for next month. At the Lost Creek Confluence site the creek is changing daily. Fortunately there are mostly willows around the new channel and they seem to be surviving. Some trails have had to be re-routed.
- Ms Sawtelle said that the BLM has also put in for stimulus money for weed and road work. Title 2 requests are due in at the end of the month. The watershed council is putting in a grant request for false brome eradication.
- Ms Schroeder said that Walama Restoration got a grant for false brome removal, replanting with native plants and monitoring the results on the main stem of the Willamette.
- Mr Stuart said that Erik Peterson is filling a detail in Portland so the Corps is looking for someone to be the chief regulating officer here. The study at Fall Creek re:salmon passage is still ongoing. Regarding the retrofit of the turbines at Lookout Point, the BPA funded the project to improve the efficiency of the 50 year old turbines 2 years ago. The replacement turbines are most likely not more salmon friendly than the old ones.
- Mr Davis said that the Springfield millrace takes water from the Mid Fork and passes it thru the city. It was used to supply power to the mills years ago. The city is trying to relocate the headgates to above Clearwater Park, improve the park and trails. They will have to do a fair amount of work to connect back to the old channel. They also hope to get stimulus dollars. They'll take out a dam and build a wetland area in the old channel. SUB will be altering its procedures at the well fields to allow for fish passage while the project is underway. There is currently no industrial usage of the millrace.

IV. Employee Benefits Recommendations – Mr Davis, Ms Montanaro

Supplements B and C are the result of ExCom recommendations. The salary proposals are in the mid range. We have the funds budgeted to fund these positions for the first year and for most of the second year. The benefit package discussion centered around how to cover health benefits. Ms Montanaro and Mr Wilder are to try to find out how to do this with pre-tax monies. The recommendation was made to describe the salary and benefits of the Operations Manager position as the full time position, hire someone into the position at half time with salary and benefits adjusted accordingly and then adjust the hours, salary and benefits upward depending on the hours worked. The suggestion was made that we also need to look at step increases, COLA or merit based raises. Personal time off will be sick time, holidays and vacation time lumped together.

MOTION: To approve the 2 job descriptions as modified; i.e. write up the Operations Manager position as a full time position with full time benefits. Passed unanimously.

V. Annual Operating Budget – Ms Montanaro

We have been awarded 2 grants so far: the Bull Trout restoration grant and the Bull Trout Monitoring grant for a total of \$326,302. \$124,000 of grants were not awarded.

Recommendation was made to keep the unawarded grants on the summary page in red so that we could see where the losses were. There were also carryover discrepancies between the 2 budgets; Ms Montanaro to get back to us on that.

MOTION: Approve the operating budget with the changes and future considerations to be worked on. Passed unanimously.

VI. Executive Director Update – Ms Montanaro

- Ms Montanaro circulated the staff report which gives a sense of how she spends her time and which projects are moving forward.
- The Discover Your Watershed trip went well and was fun. In April she hopes to go to Mt Pisgah and in May to Indigo Springs. In June Doug Heiken will lead a trip to Big Swamp in the upper basin.
- Mr Davis pointed out that Ms Montanaro is working too many hours per week and that 51 hours per week is not a sustainable situation. Ms Montanaro said that this is one of the reasons MFWWC will not be putting in any grant requests to OWEB in the next cycle; we have more than enough to do now and why she needs the Projects Manager.
- Project Manager Hiring Committee – Mr Davis, Ms Sawtelle, Mr Stuart and Mr Stewart. They will review applications on April 14 and interview the 3 finalists on April 23.
- Project Challenges  
Water Quality Monitoring project. The budget was developed counting on a 40% discount which the lab was not prepared to give. They gave a 25% discount. Ms Montanaro asked Junction City if they would process the nitrate samples which would have fixed the budget issues; they were willing to do this. DEQ said that Junction City didn't process to DEQ standards. Ms Montanaro negotiated with Junction City and DEQ and Junction City will be able to do the samples. The project is receiving a significant "in-kind" donation from Junction City.

Action Plan. The consultants working on this project have turned in unacceptable deliverables. Stakeholders also reported that the consultants weren't adequately prepared for their meetings. Ms Montanaro sent the consultants a letter regarding the situation. She and the Technical Team met with them regarding the next steps. They appear to be receptive to working thru the difficulties and have since turned in a much better product. The Tech Team was very helpful and it was also helpful to have other stakeholders and directors helping manage a project of this size.

- Part of the 10 Year Model Watershed program proposal is a matrix, which identifies what we want to accomplish in selected key subbasins and the funding required over the next 10 years. The process is scientifically based and rigorous. It is due June 15 and is linked to the Action Plan which is behind schedule, so Ms. Montanaro will be working with the consultants and funders simultaneously to meet the needs of the project and funding opportunity.

#### VIII. Next Meeting

22 April 2009

Lowell, OR

6-8 PM

Agenda will include the items we did not get to on this agenda. Please send additional agenda items to Mr Davis. Mr Stewart should have a date for the gravel distribution work party by then.

Meeting adjourned 8:15 PM.

Barbara Hazen

Secretary