

**South Santiam Watershed Council**  
**Meeting Minutes, 4/15/2009**

**In attendance:** KC Briggs, Pam Archer, Bret Moran, Mitchell Garcia, Nancy MacHugh, Frank Garcia, Katie Kohl, Chris Bailey, Nancy Gilmore, Roberta Swift, Eric Hartstein

**South Santiam Watershed Council Insurance Quotes and Discussion:** Eric presented quotes from WSC Insurance on a set of insurance options. After a discussion, the following options were agreed on for insurance protection for the SSWC:

- Property Insurance (\$500 deductible, \$5,000 insurance limit)
- General Liability (coverage of \$1 million per occurrence with an aggregate of \$3 million)
- Management Liability (coverage of \$1 million per occurrence/\$3 million aggregate) with “occurrence” type coverage

The total premium for the selected coverage is \$3, 073. Eric will check with others on automobile coverage and whether his policy excludes covering accidents while at work.

**South Santiam Watershed Council Projects Update:**

- Ames Creek Fish Passage: Grant agreement received from OWEB. The Army Corps of Engineers and National Marine Fisheries Service have received permit materials and have requested a site visit along with additional materials in order to assess risk to the sensitive species during project implementation.
- Crabtree Creek: Given our budget for the project, consultation with project engineer River Design Group and landowner interest, it is proposed that the SSWC focus in-stream/bank efforts at two locations. With at least three other locations receiving invasive weed/native planting treatments. The in-stream projects that are proposed will augment existing large wood in the project reach with at least 10 pieces placed at both sites. The grant has a habitat focus not bank stabilization, and while the wood will likely provide short term stabilization, the long term stability will be through bank plantings.
- Crabtree Creek Japanese Knotweed Project: Grant agreement received from OWEB and Oregon Dept. of Agriculture. It’s time to get contracts out to the usual contractors (knotweed inventory and treatment).
- OWEB Watershed Council Support: Scores and comments from reviewers will be mailed to Councils on April 20<sup>th</sup>. Funding levels will be based on scores, but we don’t know yet what those levels will be.

**Fiscal reports from Cascade Pacific RC&D were distributed and accepted**

**A draft Fiscal Policies and Procedures document for the SSWC** was distributed and a discussion followed led by Nancy Gilmore. The agreement was largely applicable to the actions of the South Santiam Watershed Council, and many of the provisions appeared reasonable. Some questions that arose and to be asked of a CPA and/or further reflect on are:

1. Accrual vs. Cash Accounting
2. Audit vs. Review and how often
3. Best way to conduct payroll, use current provider, Spectrum CPA?
4. Establishing procedures for conflicts of interest

Eric gave brief update on Willamette Model Watershed developments and presented an Adopt-A-Park agreement with the City of Lebanon for Had Irvine Park for signature. The SSWC will continue to monitor the small restoration project at the park.