



**May 13<sup>th</sup>, 2024**

**12:00 PM- Call Meeting to Order**

**12:02 PM** - Members & Guests Present: Ken Thompson, Lowell Saylor (Vice-President), Doug Bennett (President), Sarah Anderson (Treasurer); Not Present: Carlisle Harrison

**12:05 PM** - Approve Meeting Minutes (Previous Meeting & Current Meeting Minute Record)  
Lowell motioned to approve the April meeting minutes, Ken seconded. All approved. Sarah will post on website.

**12:07 PM – Project Updates:**

West Birch Creek Passage Projects (Hascall, Stanley Creek).

Sarah noted that the final county zoning permit has been issued, for the county ROW access to the culvert/bridge.

- Silver Creek Change Order Contract – Approve signing
- TetraTech Amendment – Approve signing
- CTUIR Cooperative Agreement – Approve signing

Doug motions to approve Silver Creek and TetraTech agreements, and also the CTUIR cooperative agreement when the signatures are finished on their side. Lowell seconds. All in favor.

Homer Diversion Design

-Progress report was submitted to OWEB and approved.

-As previously discussed, a budget amendment is needed, to move \$4,722 from indirect and materials to contracted services, to cover additional costs in those areas. Lowell motions for approving submitting the budget amendment, and Ken seconds. All approved.

**12:12 PM- Old Business**

**12:15 PM- Current Business/Grants**

Council Capacity 23-25 – Progress report was submitted to OWEB and approved. Will be submitting another funding request in June. We will know

Office Space – New lease – approve signing – Sarah to request that Gary adjust the lease from 2 years to 1 yr, and make sure Doug is the signer. Per those two changes to the lease, the Board would approve signing. Doug makes a motion to approve signing the lease after those two changes, Sarah seconds. All in favor – approved.

**12:30 PM- New Business**

Executive Director Hiring - Need a draft job description. Ken to take a first go at a draft. Sarah to send the materials we have right now. Doug may have suggestion on recruiting program/site for posting, getting the word out there.

Board Recruitment – Sarah to send application to Board for any potential new members

Fall 2024 Grant Cycle Submissions - S. Patawa 1 & 2? Not considering applying at this time.

**12:40 PM - Announcements**

**12:42 PM - Public forum**

**12:45 PM – Executive session**

**12:55 PM - Next Meeting**

June 17<sup>th</sup> at 12 PM

**1:06 PM - Meeting Adjournment**

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