

Stevens Soil & Water Conservation District

MINUTES

Tuesday, April 8, 2014

- I. Chair Hufford called the regular meeting to order at 9:30 a.m. Board members present: Hufford, Krosch, Libbon, Lonergan. Staff present: Johnston, Solemsaas, Staebler. NRCS present: Cory Walker. Others present: Stevens County Commissioner Jeanne Ennen.
- II. Supervisor Krosch moved to approve the Agenda as amended. Second by Supervisor Lonergan. Passed unanimously.
- III. Krosch moved to approve the Minutes from the last regular meeting. Second by Lonergan. Passed unanimously.
- IV. Financial Matters
- A. Lonergan moved to accept the Treasurer's Report. Second by Supervisor Libbon. Passed unanimously.
- B. Libbon moved to approve payment of the following bills. Second by Krosch. Passed unanimously.
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| 1. Kirby Hufford | Supervisor Pay | 57.09 |
| 2. Jim Krosch | Supervisor Pay | 190.28 |
| 3. George Libbon | Supervisor Pay | 155.62 |
| 4. Dave Lonergan | Supervisor Pay | 248.63 |
| 5. Valnes Rentals | April Rent | 836.33 |
| 6. USPS | Postage Meter Funds | 400.00 |
| 7. John Lembcke | Expenses | 338.22 |
| 8. Andy Rice | Expenses | 343.90 |
| 9. Thrifty White Pharmacy | Promo items, Spring Expo | 24.55 |
| 10. KMRS/KKOK | Spring Expo | 200.00 |
| 11. Valu Ford | | 63.25 |
| 12. PERA | JPB submission late fees | 20.00 |
| 13. Koochiching SWCD | Year-end Seminar fee | 40.00 |
| 14. Audubon Center | 2 nd grade classroom presentation | 300.00 |
| 15. Town & Country | Supplies | 28.85 |
| 16. Federated Telephone | Internet connection | 49.95 |
| 17. Bremer Card Services | Sprayers, Legislative Days, supplies | 1781.51 |
| 18. Otter Tail Power | Electric bill | 25.41 |
| 19. Stevens County Highway | Gas | 341.86 |
- C. The board reviewed the 1st Quarter 2014 financial summary.
- D. Krosch moved to approve the transfer of \$250,750.68 to the Pomme de Terre River Association checking account. Second by Lonergan and all members voting aye, the motion passed. The SWCD will remain the fiscal agent for the PDTRA, but they now have separate tax identification numbers and accounts. Funds will no longer be funneled through the SWCD.
- V. Old Business
- A. The board asked Chris for a summary of the BWSR Grant Verification that took place in mid-March. There are a few things the review panel asked for that have to be submitted, and then a preliminary report will be drafted and the Stevens SWCD will be asked for input on that before the final report is presented.

VI. New Business

- A. Krosch moved to approve the allocation of the following State Cost Share funds. Second by Lonergan and all members voting aye, the motion passed.
 1. \$5250 in FY13 funding to Contract 4/13 for a farmstead shelterbelt.
 2. \$1455 in FY13 funding to Contract 5/13 for a farmstead shelterbelt.
- B. Krosch moved to approve the application for a Farm Bill Assistance Grant funding 1 FTE position. Second by Libbon and passed unanimously.
- C. The BWSR Biennial Budget Request is due May 2. Matt will work on compiling the required information and submit prior to this deadline.
- D. Lonergan moved to approve the 2013 financial statement audit bid of \$2100.00 from Peterson Company Ltd. Second by Libbon and passed unanimously.

Krosch left the meeting at 10:30 to attend an MASWCD finance committee teleconference.

- E. Additions to written staff reports
 1. Johnston reported that there will be no national Envirothon this year. Minnesota has been invited to the Illinois regional event, however expenses to attend this event would be higher than normal, so the state committee is having a conference call to discuss options.
 2. Staebler reported that we are entering the busy tree planting season soon. Trees will be received and small orders handed out the week of the 21st. Planting will begin the first week in May as long as the weather cooperates.
 3. Solemsaas reported that he, Lembcke and Rice will be taking their CDL tests as soon as possible. Rice will test with the SWCD truck and trailer. Solemsaas and Lembcke would like their air brake certification as well, so they are looking for trucks to practice and test with. The sprayers are in and Lembcke has been setting those up so they are ready to go. A lot of new tree plantings and rain garden projects came about because of our booth at the Spring Expo in Morris.
- F. District Conservationist Cory Walker presented an NRCS report. The technician position will remain open and will be re-listed when the national budget approved. There are 26 EQIP application in progress, 18 CSP interviews and spring construction will start soon on a few projects. There are several 1026s being process related to the County Ditch 30 improvements taking place.
- G. Supervisor Reports
 1. Libbon and Krosch attend the Barnes Aastad annual meeting. Greg Fynboh and Paul Groneberg are now directors in this organization. Lonergan, Krosch and Solemsaas attended another good Legislative Briefing and Day at the Capitol.
- H. Lonergan moved to approve the purchase of a new server and new computers for Solemsaas, Lembcke, and Rice, and Microsoft Office software upgrades for the entire office. Libbon seconded and all members voting aye, the motion passed.

The meeting was adjourned at 11:00 a.m.

Respectfully submitted,


 Jim Krosch, Acting Secretary

5-13-2014
 Date