

**Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, December 12, 2017**

I. Chair Lonergan called the regular meeting to order at 9:30 a.m. Board members present: Fynboh, Goodnough, Krosch, Lonergan. Staff present: Erickson, Johnston, Lembcke, Linow, Solemsaas, Staebler, Wiechmann. Others present: Jeanne Ennen, Stevens County Commissioner, Cory Walker and Gary Watson, NRCS.

II. Supervisor Krosch moved to approve the agenda. Second by Supervisor Fynboh. Passed unanimously.

III. Fynboh moved to approve the minutes from the November 2017 regular meeting. Second by Krosch. Passed unanimously.

IV. Financial Matters

A. Krosch moved to approve this month's Treasurer's Report. Second by Supervisor Goodnough. Passed unanimously.

B. Fynboh moved to approved payment of the following bills. Second by Goodnough. Passed unanimously.

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| 1. Dennis Feuchtenberger | Supervisor Pay | 487.85 |
| 2. Greg Fynboh | Supervisor Pay | 704.96 |
| 3. Troy Goodnough | Supervisor Pay | 672.25 |
| 4. Jim Krosch | Supervisor Pay | 79.97 |
| 5. Dave Lonergan | Supervisor Pay | 693.19 |
| 6. Valnes Rentals | December Building Rent | 836.33 |
| 7. Matt Solemsaas | Mileage to convention | 347.75 |
| 8. Judy Johnston | Convention expenses | 227.93 |
| 9. Kasey Wiechmann | Mileage to leadership conference | 115.56 |
| 10. Adam Erickson | Meeting expenses | 29.15 |
| 11. Houston Engineering | Golf Course feasibility study | 4142.00 |
| 12. Morning Sky Greenery | Plants | 17.90 |
| 13. Stevens County Times | Annual Subscription | 53.00 |
| 14. Stevens County Highway | Gas | 489.13 |
| 15. Iceberg Web Design | Email & web hosting | 39.99 |
| 16. Willie's Super Valu | Meeting expenses | 7.58 |
| 17. Town & Country | Supplies | 50.98 |
| 18. Morris Cooperative | Gas & diesel | 79.27 |
| 19. Farnam's Auto Parts | Battery, wiring harness part | 146.48 |
| 20. Agassiz Seed | Seed inventory | 5516.97 |
| 21. Eul's Hardware Hank | Keys | 46.30 |
| 22. Deluxe | Check supply | 309.19 |
| 23. Federated Telephone | Internet | 109.95 |
| 24. Peterson Company | 2016 FS Audit | 2225.00 |
| 25. Mobiz Computers | Battery backup | 119.99 |

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| 26. Bremer Card Services | | 3451.94 |
| a. BWSR Academy expenses | 189.82 | |
| b. Office Maintenance/postage | 77.35 | |
| c. District Capacity/Drone | 303.89 | |
| d. District Capacity Tech funds | 899.98 | |
| e. Area 2 convention expenses | 1855.86 | |
| f. Conservationist yard sign | 54.45 | |
| g. Verizon monthly hot spot | 15.59 | |
| h. TSA expenses | 55.00 | |

V. Old Business

- A. Krosch moved to approve the amended SWCD Policy Handbook. Second by Fynboh. Passed unanimously.
- B. Clerical corrections to the 2017 budget column of the 2018 Budget, which was approved last month, were noted and a new copy signed by the board chair. Commissioner Ennen noted that the County Board approved an additional \$14,400 in matching funds to the 2018 Stevens SWCD Local Capacity Services grant.


VI. New Business

- A. Krosch moved to approve the 2018 Contract for Services with the WC TSA2. Second by Fynboh. Passed unanimously.
- B. Fynboh moved to approve the 2018 AIS Prevention Plan. Second by Krosch. Passed unanimously. The plan was drafted by Program Technician Wiechmann and reviewed by the rest of the SWCD staff. The board discussed the plan and gave comments regarding events to be planned and general procedures. Wiechmann will present the plan to the Board of Commissioners in January.
- C. Krosch moved to approve amendments to the following 2014 CWF Cost Share contracts. Second by Goodnough. Passed unanimously. Because the 2014 CWF grant agreement was amended by the PDTRA, availability of that funding is extended past the original grant deadline of 12/31/17 and as a result, the start and completion deadlines on the following projects will be extended to December 15, 2018 and December 31, 2018 respectively, to allow for completion of projects which could not be finished due to extremely wet field conditions this fall.
 - 1. 75-33-14-CWF
 - 2. 75-34-14-CWF
 - 3. 75-35-14-CWF
- D. Krosch moved to approve the following well sealing cost share payments. Second by Fynboh. Passed unanimously.
 - 1. \$275 to Wehking well sealing
 - 2. \$300 to Koehl well sealing
- E. Krosch moved to approve a MOA with the Bois de Sioux/Mustinka watersheds regarding the development of a 1W1P. Second by Goodnough. Passed unanimously.
- F. The next Area 2 meeting will be held Thursday, March 15 in Morris. The board and staff members discussed location, agenda, and speaker options. Staebler and Krosch will work with Mark Wiemerskirch from Swift SWCD to develop the full agenda and registration materials which will be sent in January.

- G. NRCS Reports by Cory Walker and Gary Watson were given. Walker reported on his attendance at the MASWCD Annual Convention, and a soil health conference in Illinois. He is working on CSP payments that need to be made this year and gave an update on EQIP projects worked on this year and to be completed in 2018. The building construction and remodel are almost complete. He is working with Matt to revised the Cooperative Working Agreement between NRCS and SWCD to obtain 4 more seats on the NRCS network which will allow us to continue using the NRCS phone system. He thanked Kasey for her work on expiring CRP contracts and noted there were 65 contract approvals completed with the help of the SWCD. Gary Watson reported that Cathee Pullman will be on medical leave for 4-6 months and her acting replacement is not known at this time.
- H. Additions to written staff reports:
1. Solemsaas noted that BWSR representatives will be attending the January SWCD meeting to discuss the PRAP level 2 that will take place. He's also been working on WCA violations, capacity grant work plan, and fall seedings.
 2. Erickson reported that he's been finding things for the seasonal technician to complete now that flagging and field work are finished for the year. They worked on processing RIM ownership changes related to some recent parcel splits and easement updates.
 3. Lembcke reported that he's been working on tree plans for CRPs. Fall seeding is done. The tree open house will be held this Thursday from 1-5 p.m.
 4. Wiechmann has been working on plans for expiring CRPs and will be conducting some MAWQCP meetings in January.
 5. Johnston reported that the MASWCD Auction raised about \$7800 for conservation education this year. She reminded the board members to RSVP for the service center Christmas party to be held January 8.
 6. Staebler had no additions to her written report.
- I. Supervisor Reports
1. Supervisors reported on their thoughts after attending the MASWCD Convention. Goodnough would like more representation at the buffer meetings held in the future, and asked for more information on some demo projects we can highlight, as well as information about how we handle project prioritization. Our seasonal technician could work on developing a viewbook of project highlights and summaries, as well as update the tree and grass handbooks we have available. The board can complete field visits to view projects at various times of year.

Meeting was adjourned at 11:40 a.m.

Respectfully submitted,



 Jim Kroesch, Secretary, Acting
 Dennis Fauchterberg

1/16/18

 Date

