

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, February 14, 2017

- I. Chair Lonergan called the regular meeting to order at 9:35 a.m. Board members present: Goodnough, Fynboh, Krosch, Lonergan. Staff present: Johnston, Solemsaas, Staebler. Others present: Jeanne Ennen, Stevens County Commissioner; Cory Walker, NRCS.
- II. Supervisor Fynboh moved to approve the agenda as amended. Second by Supervisor Goodnough. Passed unanimously.
- III. Supervisor Krosch moved to approve the minutes from the January 2017 regular meeting as corrected. Second by Fynboh. Passed unanimously.
- IV. Financial Matters
- A. Krosch moved to approve this month's Treasurer's Report. Second by Fynboh. Passed unanimously.
- B. Fynboh moved to approved payment of the following bills. Second by Goodnough. Passed unanimously.
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| 1. Troy Goodnough | Supervisor Pay | 138.53 |
| 2. Greg Fynboh | Supervisor Pay | 165.28 |
| 3. Jim Krosch | Supervisor Pay | 334.95 |
| 4. Dave Lonergan | Supervisor Pay | 319.17 |
| 5. Valnes Rental | February rent | 836.33 |
| 6. Bremer Card Services | | 1448.03 |
| A Employee expenses, meeting meals & hotels | | 185.41 |
| B Office supplies | | 290.06 |
| C Notary Public renewal, Staebler | | 137.56 |
| D Watershed Specialist Training registration | | 835.00 |
| 7. Otter Tail Power | Electric bill, shed | 20.98 |
| 8. Forum Communications | Monthly meeting legal notice | 72.45 |
| 9. Munsterman Accounting | Payroll setup assistance | 193.50 |
| 10. Morris Cooperative | Fuel | 116.91 |
| 11. Chokio Review | Annual subscription | 25.00 |
| 12. Mobiz Computers | Service call | 75.00 |
| 13. Iceberg Web Design | Monthly web & email hosting | 29.99 |
| 14. Willie's Super Valu | Buffer meeting expenses | 262.61 |
| 15. Town & Country | Supplies | 11.64 |
| 16. Federated Telephone | Internet connection | 69.95 |
| 17. MN State Auditor | 2015 Financial Statement Audit | 220.00 |
| 18. WCROC | Meeting room expense, buffer meeting | 75.00 |
| 19. Stevens County Highway | Fuel | 56.01 |
- V. Old Business
- A. The 2017 Local Capacity Grant work plan has been submitted and the grant agreement executed. The board discussed machinery and staff needed to complete buffer compliance projects. Solemsaas is meeting with the county commissioners to discuss enforcement and buffer law particulars.
- B. Goodnough moved to approve the 2017 Charges for Services. Krosch seconded and all members voting aye, the motion passed.

C. Updates from recent meetings

- A. The SWCD attended and provided a display on buffer law at the governor's water summit. The meeting was well-received in general, and the keynote was excellent.
- B. 750 letters were sent to landowners potentially affected by the buffer law notifying them of a compliance update meeting hosted by the SWCD. The meeting was well-attended and Tom Gile did a nice job of explaining the new law. There has been a lot of interest from landowners since the meeting. There are tools being developed by the state for identifying alternative practices that will put landowners into compliance. Goodnough drafted a response to a letter written by Jeff Backer to the editor of the Morris Sun Tribune. He asked the other board members for their opinions on the letter.
- D. The board reviewed the letter from the State Auditor which finalizes the 2015 audited financial statements.
- E. Krosch moved to approve the hiring of a new TSA engineer, to be housed in the Stevens SWCD office. Fynboh seconded. Passed unanimously. Solemsaas has been working with other TSA representatives to develop the job description and budget for the position. The position will be funded by TSA grants received. The TSA will also assist with the hiring process.

VI. New Business

- A. Krosch moved to approve the 12-31-16 pay equity report as submitted. Second by Goodnough. Passed unanimously.
- B. Krosch moved to table discussion/decision about whether or not staff members should attend all board meetings. Second by Fynboh. Passed unanimously.
- C. Cory Walker presented a verbal NRCS Report. He noted that he's worked with over \$300,000 in EQIP applications including a nice mix of projects. Stevens County applications equal about 1/20th of the state's budget for this program. He and Britta have both submitted articles for the SWCD Annual Review and appreciate the opportunity to be included in the publication. Britta is currently at a week long training and will also be on maternity leave starting in April. There were 33 CSP applications. There are 55 existing contracts. Kasey has processed all but 28 of 87 CRP re-enrollments for the NRCS and will be writing contracts next. There will be no new contracts this fiscal year. He noted that the new rollout of the CREP program has not been finalized at the federal level.
- D. Additions to written staff reports
 - A. Solemsaas summarized his written report and noted that he and Cory Walker from NRCS completed and submitted the operational agreement for the pilot program offering additional federal CCE access. He has been going through some buffer appeals. We will have a MN Conservation Corps intern again this summer. The new time sheets are now in place. The 2016 WCA report was submitted and approved. The building lease agreement is still in progress. The PDTRA TAC is working on developing a scale to prioritize BMP projects. He mentioned some upcoming meetings regarding nutrient management and a cropping system calculator used to determine the financial impacts of installing different practices. Representative Backer visited the office recently during a trip through the area. Solemsaas and SWCD supervisors will be meeting with him March 21 during the MASWCD Legislative Briefing & Day at the Capitol. He will be attending a Rinke Noonan training on public ditches. He checked into Extension staff and Donna Rae Scheffert is available to facilitate a board retreat on April 11.
 - B. Erickson attended the afternoon session of the buffer update meeting for LGUs. He will take his CDL road test next week. He participated in the webinar regarding the new process for handling RIM payments.
 - C. Lembcke reported that he's been working on planning spring planting and seeding. He attended a planning meeting for this with Veronica and Joni at FSA. He noted that when the shed was repaired, the contractor noticed hail damage to the roof and suggested we should look into insurance reimbursement for this. He will attend the Pheasants Forever/Farm Bill meeting coming up. He's also working on finalizing the tree order and will attend the Shade Tree Short Course in March.

- D. Johnston reported that she's working on in-school programs for February and March. The annual review is somewhat shorter than normal, due to less advertising being placed in the newspaper. Staff will participate in a display at the Spring Expo.
 - E. Wiechmann reported that she's waiting for the results of her commercial pesticide applicator's test. She has been working on CRP quotes for landowners. She'll attend an AIS workshop in March.
 - F. Staebler is working on year-end financial statements for the JPB and PDTRA.
- J. Supervisor Reports
- A. The Area 2 meeting will be April 6 and this is potentially when interviews for the new engineering position will be conducted.
 - B. Goodnough presented copies of a letter to the editor he hopes to submit.
 - C. No other reports.

The meeting was closed for a personnel committee update at 12:15 p.m.. The meeting was reopened for adjournment at 12:25 p.m.

Respectfully submitted,



Jim Krosch, Secretary

3-14-2017
Date