

**Stevens Soil & Water Conservation District
Regular Meeting Minutes
Thursday, January 19, 2017**

- I. The personnel committee (Krosch, Lonergan) met with District Administrator Solemsaas prior to the regular meeting to conduct annual staff reviews.
- II. Vice Chair Lonergan called the regular meeting to order at 10:20 a.m. Board members present: Goodnough, Feuchtenberger, Fynboh, Krosch, Lonergan. Staff present: Erickson, Johnston, Lembcke, Solemsaas, Staebler and Wiechmann. Others present: Jeanne Ennen, Stevens County Commissioner.
- III. Supervisor Fynboh moved to approve the agenda. Second by Supervisor Krosch. Passed unanimously.
- IV. Fynboh moved to approve the minutes from the December 2016 regular meeting. Second by Krosch. Passed unanimously.
- V. Newly-elected supervisors Troy Goodnough and Dennis Feuchtenberger were introduced and welcomed to the SWCD.
- VI. Financial Matters
 - A. Krosch moved to approve the corrected November 2016 Treasurer's Report. Second by Fynboh. Passed unanimously.
 - B. Krosch moved to approve this month's Treasurer's Report. Second by Supervisor Feuchtenberger. Passed unanimously.
 - C. Krosch moved to approved payment of the following bills. Second by Fynboh. Passed unanimously.

1. Troy Goodnough	Supervisor Pay	69.26
2. Dennis Feuchtenberger	Supervisor Pay	69.26
3. Greg Fynboh	Supervisor Pay	82.74
4. Jim Krosch	Supervisor Pay	159.92
5. Dave Lonergan	Supervisor Pay	79.79
6. Valnes Rental	January rent	836.33
7. Stevens County Highway	Gas	79.36
8. Morris Chamber	Annual dues	113.00
9. Otter Tail Power		19.97
10. Forum Communications	Advertising	150.00
11. Bremer Card Services	Annual convention expenses, office supplies	1413.43
12. NACD	Annual Dues	500.00
13. Willie's Super Valu	Tree Open House	37.48
14. Chokio Review	Advertising	72.00
15. Iceberg Web Design	Web site & email hosting	29.99
16. MN PIE	Lembcke workshop	175.00
17. MCIT	Workers Comp audit	194.00
18. Amundson Peterson	Tractor rent	3705.00
19. Grant County Herald	Bulk Mail permit use/Buffer letter	50.00
20. MCIT	2017 insurance premiums	9811.00
21. MASWCD	Annual dues	2503.66
22. Federated Telephone	Internet service	69.95
23. Area 2 Envirothon	Annual donation	150.00
24. Nyclemoe & Ellig	RIM title insurance fees	2477.50
25. MACAI	Solemsaas annual dues	75.00
26. Metro Sales	Copier lease	224.68
27. Medica	Insurance premiums	2150.84

VII. Old Business

- A. The board discussed activities for the 2017 Local Capacity Grant work plan. Work plan will be submitted by mid-February. Equipment for enhanced ability to apply cover crops and native grass seedings was discussed, and Commissioner Ennen suggested looking into enhancements to PTMApp capabilities outside the Pomme de Terre River watershed to see if funding is needed or wanted to allow for that.


VIII. New Business

- A. Most staff and supervisors plan to attend the Governor's Water Summit to be held January 27 at UMM.
- B. The SWCD will be hosting a Buffer Compliance update meeting on January 30 at WCROC. Tom Gile, BWSR will be there to discuss the new buffer law with landowners in the morning and there will be an afternoon session for technical staff as well.
- C. The Midwest Soil Health Summit will be held February 15-16 in Fergus Falls.
- D. Incoming Board members Goodnough and Feuchtenberger were sworn into office by District Administrator Solemsaas.
- E. Feuchtenberger moved to approve the 2017 Local Capacity Services Grant Agreement. Second by Krosch. Passed unanimously.
- F. Board members received final copies of the 2015 audited financial statements. The CPA has sent these to the state auditor for review.
- G. Annual District Reorganization
1. Krosch moved to approve the Election of Officers by the following rotation. Second by Fynboh. Passed unanimously.
 - a. Chair Dave Lonergan
 - b. Vice Chair Greg Fynboh
 - c. Treasurer Troy Goodnough
 - d. Secretary Jim Krosch
 - e. Reporter Dennis Feuchtenberger
 2. Krosch moved to set regular SWCD meetings for 9:30 a.m. on the second Tuesday of each month at the SWCD Office. Second by Fynboh. Passed unanimously.
 3. Krosch moved to authorize bi-weekly payroll and implementation of the 2017 county pay scale as discussed in the personnel committee meeting. Second by Fynboh. Passed unanimously.
 4. Fynboh moved to set the mileage reimbursement rate to coincide with the federal rate of \$0.535 per mile. Second by Krosch. Passed unanimously.
 5. Krosch moved to set supervisor compensation rates at \$75 per meeting. Second by Fynboh. Passed unanimously.
 6. Krosch moved to designate Riverwood Bank as the official depository of the Stevens SWCD. Second by Feuchtenberger. Passed unanimously.
 7. Fynboh moved to approve check signing authority for Krosch, Lonergan, Fynboh, Feuchtenberger, Goodnough, Solemsaas, Johnston and Staebler. Second by Feuchtenberger. Passed unanimously.
 8. Krosch moved to authorize District Administrator Solemsaas to sign SWCD contracts and agreements on behalf of the Board of Supervisors, prior to formal board approval when necessary due to timing constraints. Second by Feuchtenberger. Passed unanimously.
 9. The following committee appointments were assigned:
 - a. Pomme de Terre River Association – Lonergan, Krosch alternate, Solemsaas
 - b. Bois de Sioux Watershed District – Fynboh, Solemsaas
 - c. Chippewa Watershed Project – Feuchtenberger, Erickson
 - d. Comprehensive Local Water Plan – Goodnough, Johnston
 - e. Barnes-Aastad Association – Krosch, Fynboh
 - f. West Central TSA – Krosch, Lonergan alternate, Erickson
 - g. District policy committee – Feuchtenberger, Fynboh

- h. District budget committee – Fynboh, Goodnough
- i. District personnel committee – Krosch, Lonergan
- H. There was no NRCS Report this month.
- I. Additions to written staff reports
 - A. Solemsaas summarized his written report.
 - B. Johnston reported that she is working on planning educational sessions for spring. The Annual Review will be published in mid-February.
 - C. Erickson summarized his written report. He also noted that he's working on taking his CDL tests.
 - D. Lembcke reported that he is working on a handful of plans and projects that resulted from the tree open house in December. He passed his written CDL test and is working on the paperwork for the permit.
 - E. Wiechmann reported that she submitted an AIS aid report for 2016 and is planning some work on that for this year. She will bring this to the county board when completed.
 - F. Staebler reported that she's working on some new program summary reports for the board and will have them at the February or March meeting. She's also been working on year end financials for both the JPB and the SWCD.
- J. Supervisor Reports
 - A. Krosch attended a conservation tillage conference in Fargo.
 - B. No other reports.

The meeting was adjourned at 11:50 a.m. The next meeting will tentatively be scheduled for January 19.

Respectfully submitted,



Jim Krosch, Secretary

2-14-2017
Date

