I. Chair Krosch called a personnel meeting to order at 9:00 a.m. The regular meeting was called to order at 10:10. Board members present: Fynboh, Hufford, Huntley, Krosch, Lonergan. Staff present: Johnston, Lemboke, Rice, Solemsas, Staebler. Others present: Cory Walker, Jeannette Ennen.

II. The Agenda was unanimously approved as amended after a motion by Supervisor Huntley. Second by Supervisor Hufford. Passed unanimously.

III. Supervisor Lonergan moved to approve the minutes from the October regular meeting. Second by Huntley. Passed unanimously.

IV. Financial Matters
   A. Supervisor Fynboh moved to approve the Treasurer’s Report. Second by Huntley. Passed unanimously.
   B. Lonergan moved to approve payment of the following bills. Second by Hufford. Passed unanimously.
      1. Greg Fynboh Supervisor Pay 193.94
      2. Kirby Hufford Supervisor Pay 57.14
      3. Don Huntley Supervisor Pay 65.76
      4. Jim Krosch Supervisor Pay 66.91
      5. Dave Lonergan Supervisor Pay 213.48
      6. Valnes Rentals October Rent 836.33
      7. Andy Rice Gas while on site checks 51.86
      8. Judy Johnston Expenses 344.19
      9. Otter Tail Power Electric bill, shed 19.93
     10. Stevens County Highway Gas 793.02
     11. Audubon Center of the North Woods Educational programs 1083.45
     12. American Conservation Day backpacks 1134.57
     13. Famam’s Auto Parts Parts/supplies 138.79
     14. Town & Country Supplies 7.47
     15. Willie’s Super Valu Conservation Day 10.83
     16. Shopko 37.37
     17. Agassiz Seed Seed inventory 556.08
     18. Federated Telephone Internet connection 69.95
     19. Pope SWCD Tree inventory 6992.10
     20. Bremer Card Services 578.22
        a. Education (microscope) 406.10
        b. State Envirothon meeting hotel 60.49
        c. Governance workshop hotels & meals 111.63
     21. Minnewaska School Conservation Day Bus funding 150.00
     22. BBE Schools Conservation Day Bus funding 178.00
     23. Glacial Hills Elementary Conservation Day Bus funding 75.00
     24. Hancock School Conservation Day Bus funding 75.00
     25. Morris Area Schools Conservation Day Bus funding 150.00
     26. Chokio Alberta Schools Conservation Day Bus funding 120.00
     27. EcoWater Water for Conservation Day 18.75

IV. No Old Business
V. New Business
A. The personnel committee met prior to this meeting to discuss the hiring of a technician to assist with wetland determinations that the district can potentially receive payment for through future contribution agreements with NRCS. Solemasas will develop a new job description. Lonergan moved to offer the position to Adam Erickson, former NRCS wetland specialist in this office. Second by Huntley and passed unanimously.
B. Hufford moved to approve the representation letter to Peterson Company for the completion of the 2014 audited financial statements. Second by Fynboh. Passed unanimously.
C. Cost Share
   1. There was no state cost share activity.
   2. Cancellations
      a. Huntley moved to cancel contract 75-13-13-CWF. Second by Greg Fynboh and all members voting aye, the motion passed. The contract work was completed more than a year ago but the landowner has not submitted bills for the work, after repeated requests.
   b. Lonergan moved to allocate funding to two contracts within the Pomme de Terre Watershed: $5250 to contract 75-26-14-CWF for 11 alternative tile intakes and $30,033 ($14551 of FY2014, $13846 of 2014-319 and $1636 of CWF2013) to a WASCOB project #75-27-14-CWF. Second by Fynboh and all members voting aye, the motion passed.
D. The board completed MASWCD resolution voting.
E. MASWCD Annual convention registrations were handed out and are due by November 20. Please return registration forms to Chris.
F. Cory Welker presented written NRCS Report. He conducted the annual review of the MOA between NRCS and the SWCD regarding civil rights and the board signed the agreement.
G. Additions to written staff reports
   1. Solemasas reported that he recently submitted grant applications for the MAWQCP and buffer grants and we should have contracts to sign shortly. Most of the staff will be attending the BWSR Academy at the end of the month. He's attending a work session with the county on October 20 regarding the buffer law.
   2. Rice finished 530 acres of re-enrollments made up of 51 contracts and there should be about ten more this coming month. He's busy now working on construction projects, which are in full swing.
   3. Lembecke reported that he's finishing up rain garden cost share payment forms and working with engineers on projects, as well as completing some spraying projects.
   4. Johnston reported on the recent Water Fest and Conservation Days that were held. She's working on the fall newsletter and will also be completing a presentation with John to a class at UMM regarding rain gardens.
   5. Staebler had no additions.
H. Supervisor Reports
   1. Fynboh and Solemasas attended the SWCD Governance training hosted by MCIT recently.
   2. Krosch asked to make sure out upcoming newsletter contains information about the new buffer legislation.

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,

[Signature]
Greg Fynboh, Secretary

[Signature]
11/17/15
Date