

Stevens Soil & Water Conservation District
REGULAR MEETING MINUTES
Tuesday, October 13, 2015

- 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, Lembcke, Rice, Solemsaas, Staebler. Others present: Cory Walker, Jeanne 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. Farnam'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	176.00
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

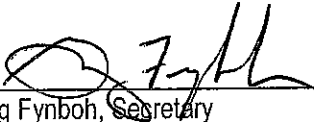
IV. No Old Business

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. Solemsaas 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.
 3. Allocation ← 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 Walker 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. Solemsaas 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. Lembcke 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 Solemsaas 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,



Greg Fynboh, Secretary

Date 11/17/15