

**Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday November 8, 2016**

I. Chair Huntley called the meeting to order at 9:30 a.m. Board members present: Fynboh, Hufford, Huntley, Krosch, Lonergan. Staff present: Erickson, Johnston, Lembcke, Solemsaas, Staebler and Wiechmann. Others present: Stevens County Commissioner Jeanne Ennen.

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

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

IV. Financial Matters

A. Krosch moved to approve the Treasurer's Report. Second by Supervisor Fynboh. Passed unanimously.

B. Lonergan moved to approved payment of the following bills. Second by Krosch. Passed unanimously.

1.	Greg Fynboh	Supervisor Pay	82.77
2.	Kirby Hufford	Supervisor Pay	70.88
3.	Don Huntley	Supervisor Pay	78.99
4.	Jim Krosch	Supervisor Pay	80.06
5.	Dave Lonergan	Supervisor Pay	79.88
6.	Valnes Rental	November rent	836.33
7.	Judy Johnston	Info & Education expenses	53.42
8.	Town & Country	Supplies	31.38
9.	MDA	Nursery license	250.00
10.	Frontier Precision	Software & GPS Equipment	15861.32
11.	Munsterman's	Quarterly tax filing	56.25
12.	Iceberg Web Design	Internet connection	29.99
13.	Morris Cooperative	Chemical, fuel	889.75
14.	Farnam's	Parts	27.77
15.	MACDE	Staff membership fees	120.00
16.	Bremer Credit Card		1479.96
	i.	Education equipment/supplies	187.92
	ii.	BWSR Academy expenses	997.52
	iii.	Office supplies	83.26
	iv.	Employee expenses, lodging at training	211.26
17.	Forum Communications	Advertising	150.00
18.	Otter Tail Power		25.62
19.	Stevens County Highway		147.62
20.	Kasey Wiechmann	Employee expenses	72.36
21.	Adam Erickson	Employee expenses	41.04
22.	Federated Telephone	Internet connection	69.95

V. Old Business

A. Board and staff made plans to attend the annual MASWCD convention.


VI. New Business

A. The board discussed options for repairing leaks in the storage shed. Staff obtained estimates for the repair. Krosch moved to hire the lowest bidder, Evink Construction, to repair the leaks in the storage shed. Second by Fynboh, the motion passed unanimously.

- B. Solemsaas presented options to the board for a group public employees insurance plan. The board will pay a \$150 annual fee and premiums will be paid for by the district, pre-taxed, on behalf of the employee, up to the amount currently paid to each employee as a stipend. Krosch moved to allow Solemsaas to set up a group peip for eligible participants. Second by Supervisor Hufford. Passed unanimously.
- C. There was no NRCS Report as all staff were out of the office.
- D. Additions to written staff reports
 - A. Solemsaas reported that the newsletter is at the printer now. Fall seedings haven't been started yet because of the warm temps. The board will be able to approve a pilot agreement with the NRCS in December regarding the Common Computing Environment. The personnel committee of the PDTRA is currently conducting interviews for the Watershed Coordinator position opening.
 - B. Erickson reported that he's been helping FSA with flagging that needs to be done. He's also continuing to field questions about the new buffer law and will be working on some last minute seedings.
 - C. Johnston asked the board for ideas for auction items to be donated to the MASWCD education auction during the annual convention. The Christmas party will be held December 14 at the Met Lounge. She will send out information soon.
 - D. Lembcke didn't have a written report but noted that he's been working on storing and winterizing field equipment. He though the BWSR Academy was good this year. He's also preparing to start on fall seedings.
- E. There were no Supervisor Reports.

The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

 *Treas*

Kirby Hufford, Secretary

12/15/16
Date