

**Stevens Soil & Water Conservation District  
Regular Meeting Minutes  
Tuesday August 9, 2016**

- I. Vice Chair Lonergan called the meeting to order at 9:35 a.m. Board members present: Fynboh, Hufford, Krosch, Lonergan. Staff present: Erickson, Johnston, Lembcke, Solemsaas, Staebler and Wiechmann. Others present: Cory Walker, NRCS; Jeanne Ennen, County Commissioner; Pete Waller, BWSR.
- II. Supervisor Krosch moved to approve the agenda as amended. Second by Supervisor Fynboh. Passed unanimously.
- III. Pete Waller, BWSR, gave a BWSR update. He provided information on the Capacity Services grants, state cost share policy changes, draft guidance on the soil loss ordinance, the schedule of upcoming buffer workshops, and the 2017 Clean Water funding. Supervisor Hufford moved to approve the amendment to the 2016 District Capacity Services grant. Second by Krosch, passed unanimously. The amendment, which will add \$25,337 in funding, requires a work plan adjustment.

IV. Krosch moved to approve the minutes from the July 12 regular meeting. Second by Fynboh. Passed unanimously.

V. Financial Matters

- A. Fynboh moved to approve the Treasurer's Report. Second by Krosch. Passed unanimously.
- B. Hufford moved to approved payment of the following bills. Second by Krosch. Passed unanimously.

1.	Greg Fynboh	Supervisor Pay	249.23
2.	Kirby Hufford	Supervisor Pay	70.88
3.	Jim Krosch	Supervisor Pay	80.06
4.	Dave Lonergan	Supervisor Pay	79.88
5.	Valnes Rentals	Aug Building Rent	836.33
6.	Chris Staebler	MASWCD Leadership Conf expenses	247.22
7.	Town & Country	Supplies	426.17
8.	NAPA	Parts	4.80
9.	Morris Bearing	Parts	22.16
10.	Morris Cooperative	Fuel	110.20
11.	Iceberg Web Design	Web hosting	19.99
12.	Agassiz Seed	Seed inventory	237.50
13.	Mobiz Computers	Monitor	223.37
14.	MN Sea Grant	AIS promo	16.60
15.	Xylem Designs	Rain garden designs	1019.28
16.	American	Poster contest prizes & office supplies	553.86
17.	Federated Telephone	Internet connection	69.95
18.	Metro Sales	Copier rent	141.43
19.	Stevens County Hwy	Gas	787.95
20.	Forum Communications	Advertising	40.00
21.	Bremer Card Services		2313.86
	i.	Office supplies (CCE computer purchase)	969.00
	ii.	Office maintenance (postage, Office software)	756.10
	iii.	Employee meeting expenses	484.66
	iv.	Education expenses	104.10
22.	Munsterman Accounting	Quarterly taxes	87.75
23.	Matt Solemsaas	Mulch for rain gardens	528.82

VI. Old Business

- A. The 2016 Outstanding Conservationist is Jon Hallman. Judy will be interviewing him and writing up an article for the MASWCD slide show and the local paper.

VII. New Business

- A. Krosch moved to approve the 2017 Farm Bill grant agreement. Second by Hufford. Passed unanimously.
- B. Krosch moved to cancel the following state cost share contract. Second by Fynboh. Passed unanimously. \$1073 of FY16 funding will be un-allocated from cancelled Contract #6-16 upon the landowner's request to cancel.
- C. Cory Walker gave a verbal NRCS report. He's working on finishing up EQIP applications prior to that upcoming deadline. He reported to the group on the new client gateway and what services are available to landowners who use it.
- D. Additions to written staff reports
- A. Erickson reported that he's done several quotes for large producers wanting whole farm CRP contracts. He met with legislators and local producers regarding buffer implementation. He attended a Working Lands Initiative training to learn about potential available cost share.
  - B. Lembcke reported that completion of rain garden projects should happen soon.
  - C. Johnston reported that she's getting ready for the Water Fest and Conservation Day events, as well as working on preparations for next year's state Envirothon. She presented a schedule for staff and supervisors to work shifts at the county fair.
  - D. Weichmann reported that she's gotten two MAWQCP certifications recently and is still working on the other pending applications. She attended an AIS training in Brainerd.
  - E. Staebler attended the third MASWCD Leadership conference session in Alexandria in early August.
  - F. Solemsaas met with county commissioners regarding increasing the county allocation to maximize the amount of district capacity funding awarded. He will meet with the commissioners again in August. There is some mowing that needs to be done prior to September 30. The WCA Specialist serving our area has been changed to Kane Radel, based out of Marshall. We have purchased another computer to be put on the USDA network, but it isn't set up and functioning yet.
  - G. Michael Peterson will be here next week to complete 2015 financial statement audits for the SWCD and PDTRA.
- E. Supervisor Reports
- A. The board received prospectuses for the MASWCD board officers. The deadline to file for a position is September 9.
  - B. Fynboh attended the buffer workshop held recently in Detroit Lakes.
  - C. Krosch spoke with a potential candidate for one of the open SWCD supervisor positions.
- F. Krosch moved to approve a cooperative purchasing venture contract with Admin Minnesota. Hufford seconded. Passed unanimously.
- G. The board discussed changes to the policy handbook related to state cost share and how much funding can be allocated to specific projects. Chris and Matt will work to draft new policy wording, and will bring possible revisions to the next meeting.

The meeting was adjourned at 11:25 a.m.

Respectfully submitted,

  
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Kirby Hufford, Secretary

9-13-2016  
Date