

**Stevens Soil & Water Conservation District  
Regular Meeting Minutes  
Tuesday May 10, 2016**

- I. Chair Huntley called the meeting to order at 9:35 a.m. Board member present: Fynboh, Huntley, Krosch, Lonergan, Staff present: Erickson, Johnston, Lembcke, Solemsaas, Staebler and Wiechmann. Others present: Britta Haseman, NRCS.
- II. Supervisor Fynboh moved to approve the agenda as amended. Second by Supervisor Krosch. Passed unanimously.
- III. Supervisor Lonergan moved to approve the minutes from the April regular meeting. Second by Fynboh. Passed unanimously.

IV. Financial Matters

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

1.	Greg Fynboh	Supervisor Pay	82.77
2.	Don Huntley	Supervisor Pay	78.98
3.	Jim Krosch	Supervisor Pay	80.07
4.	Dave Lonergan	Supervisor Pay	79.88
5.	Valnes Rentals	May Building Rent	836.33
6.	Judy Johnston	Employee expenses	77.37
7.	Lawn & Driveway	4 boxes of staples	140.00
8.	Bremer Card Services	Postage & office supplies	426.60
9.	Forum Communications	Water plan meeting notice	48.30
10.	Iceberg Hosting	Website hosting fee	19.99
11.	Farnams Genuine Auto Parts	Parts	3.52
12.	Pope SWCD	Tree stock	10490.27
13.	Valnes Rentals	2015 Arboretum mowing	400.00
14.	Munsterman Accounting	Quarterly taxes	56.25
15.	Willie's Super Valu	Tree, water plan & Envirothon supplies	51.26
16.	Town & Country	Supplies	240.69
17.	Morris Cooperative	Tires	1112.84
18.	Pope SWCD	Water Fest allocation	700.00
19.	Mobiz Computers	Work station & software, technician	1230.20
	i.	Work station & software, technician	1200.20
	ii.	Service	30.00
20.	Morris Lumber & Millwork	Tree supplies	29.40
21.	Pomme de Terre River Assn	newsletter printing & postage, AIS	1602.83
22.	Peterson Company Ltd	2015 financial statement preparation	875.00
23.	Riverwood Bank	Safe Deposit box rent	15.00
24.	Chokio Review	Water plan meeting notice	27.63
25.	Otter Tail Power	Electric bill	41.83
26.	Stevens County Highway	Gas	121.88
27.	Custom Fabrication	Truck & Trailer DOT inspections	130.00
28.	Ace Hardware	Tree supplies	24.47

- V. Old Business
- A. The Area 2 meeting will be held June 22 in Glenwood. Staff and supervisors will sign up at the next local meeting. Chris will prepare the reports ahead of time as she will not be able to attend.
  - B. Krosch moved to table approval of the policy handbook revision for a future meeting. Second by Fynboh and all members voting aye, the motion passed.
  - C. Solemsaas updated the board on progress with a new building lease and plans for renovation. USDA agencies are planning meetings regarding the issue in the coming months. The building owner would tentatively like to start remodeling in July.
  - D. Krosch moved to suspend the water plan re-write and to support moving forward with One Watershed One Plan grant applications for the watersheds within the county. Second by Fynboh. Passed unanimously.
- VI. New Business
- A. Krosch moved to approve the 2016 budget as presented. Second by Lonergan. Passed unanimously.
  - B. Krosch moved to approve a five-year rental agreement with Metro Sales for a Ricoh copier and service agreement. Second by Fynboh, passed unanimously.
  - C. Krosch moved to cancel the State Cost Share contract #01/16 for a grassed waterway. \$1189.50 in FY16 funding will be unallocated. The landowner wished to cancel both his EQIP and State Cost Share contracts. Second by Lonergan. Passed unanimously.
  - D. Krosch moved to approve the \$2000 Easement Implementation grant amendment with BWSR. Second by Lonergan. Passed unanimously.
  - E. Krosch moved to approve the contract with Peterson Company Ltd for the audit of our 2015 financial statements. Second by Lonergan. Passed unanimously.
  - F. Britta Haseman gave a report on recent NRCS activity. She summarized EQIP and applications pending. She recommended that applicants for the MAWQCP do screening for EQIP as well. She reported on WRP monitoring occurring now and talked about contract maintenance activities going on now. She noted that general CRP applications are being accepted now. There has been one re-enrollment completed by Kasey Wiechmann and there will be more to come. There were 18 new CRP enrolled this month. Cory conducted a training for SWCD staff in Pope and Stevens Counties on CRP contracting. The group also discussed buffer law and how it relates to CRP and other federal programs.
  - G. Additions to written staff reports.
    - 1. Lembcke reported on some spraying jobs that we may take on which the Co-op doesn't want to handle because of their smaller size.
    - 2. Johnston noted that she might like to attend the Admin session in June. Someone from Area 2 will need to take care of the poster contest at the Area 2 meeting on the 22<sup>nd</sup>.
    - 3. Solemsaas is working on a computer purchase to be used on the federal network.
    - 4. Wiechmann will attend the MAWQCP training held in Buffalo on June 9.
  - H. There were no Supervisor Reports
  - I. The board talked about the possible promotion in Stevens County of an irrigation water management system Benton SWCD created.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

  
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Kirby Hufford, Secretary

6-17-2016  
Date