Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday September 13, 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, and Wiechmann. Others present: Cory Walker, NRCS; Jared House, PDTRA.

II. Supervisor Krosch moved to approve the agenda as amended. Second by Supervisor Fynboh. Passed unanimously.

III. Krosch moved to approve the minutes from the August regular meeting. Second by Fynboh. Passed unanimously.

IV. Financial Matters
A. Krosch moved to approve the Treasurer’s Report. Second by Hufford. Passed unanimously.
B. Hufford moved to approved payment of the following bills. Second by Fynboh. Passed unanimously.
   1. Greg Fynboh
   2. Kirby Hufford
   3. Jim Krosch
   4. Dave Lonergan
   5. Valnes Rentals
   6. Adam Erickson
   7. Kasey Wiechmann
   8. Judy Johnston
   9. Farnams Auto Parts
  10. Morning Sky
  11. Town & Country
  12. Shopko
  13. Iceberg Web Design
  14. Tri-County Cooperative
  15. Morris Cooperative
  16. Hancock Record
  17. Amundson Peterson
  18. Morris Lumber
  19. Stevens County Highway
  20. Bremer Card Services
     i. Office supplies
     ii. Promo/display stand
     iii. Water fest reimbursables
     iv. Mulch & pavers/rain gardens
     v. Employee expenses
     vi. Field Supplies
  21. Ds Needles
  22. West Central Screen & Print
  23. Otter Tail Power
  24. Forum Communications

   1. Greg Fynboh Supervisor Pay 82.76
   2. Kirby Hufford Supervisor Pay 70.89
   3. Jim Krosch Supervisor Pay 80.07
   4. Dave Lonergan Supervisor Pay 169.76
   5. Valnes Rentals September Rent 836.33
   6. Adam Erickson Employee expenses 420.53
   7. Kasey Wiechmann AIS training expenses 95.04
   8. Judy Johnston Employee expenses 392.03
   9. Farnams Auto Parts Parts 97.75
  10. Morning Sky Rain garden plants 4291.99
  12. Shopko Fair booth promo 28.04
  13. Iceberg Web Design web hosting 19.99
  14. Tri-County Cooperative Diesel 72.03
  15. Morris Cooperative Gas 99.17
  16. Hancock Record Annual Renewal 32.00
  17. Amundson Peterson Parts 219.59
  18. Morris Lumber Rain garden parts 215.94
  19. Stevens County Highway fuel 344.05
  20. Bremer Card Services 1603.65

   130.74 245.89 69.41 530.46 186.75 440.40
   310.00 450.00 21.00

V. Old Business
A. Krosch moved to approve the updated SWCD Policy Handbook. Second by Hufford. Passed unanimously.
B. Hufford moved to approve the 2015 audited financial statements. Second by Krosch. Passed unanimously.
C. Hufford moved to approve the work plan amendment to the 2016 Local Capacity Services grant. Second by Krosch. Passed unanimously. Additional cost share funding and technology equipment will be funding through the amendment.

VI. New Business
A. The Area 2 meeting will be held September 21 in Sauk Centre.
B. Krosch moved to approve the allocation of $4049.97 to cost share contract 75-30-14-319 for a WASCOB project for Steve Johnson. Second by Fynboh, passed unanimously.
C. Jared House presented a report on PDTRA activity. He showed the board a map of all projects completed since 2009 and presented a written work plan for upcoming activity.
D. Cory Walker gave a verbal NRCS report. He presented the civil rights policy to SWCD board and staff members and gave current program updates for CRP, CSP, etc. There is currently a hold on new CRP contracts which is frustrating. Many of the CSP contracts involve cover crops.
E. Additions to written staff reports
   1. Erickson reported that he’s awaiting new/continued guidance for the buffer law implementation. He recently attended an excellent conservation planning training.
   2. Lembcke reported that he’s been helping Judy with Water Fest and Conservation Day activities and has an AIS training coming up.
   3. Weichmann reported that she’ll be attending AIS and NRCS Toolkit trainings in the near future.
   4. Solemsaas reported on a managers training he attended. There is progress on getting a TSA engineer hired and in place; they will probably be housed in our office. He has been working on Capacity Services grant amended workplan. He recently met with the commissioners to give a more detailed budget.
F. Supervisor Reports
   1. Supervisors thought the Plinko game at the fair booth was a good addition this year, but would like to have it organized differently next year because it’s hard for one or two people to cover the booth.
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 11:20 a.m.

Respectfully submitted,

[Signature]
Kirby Hufford, Secretary