

**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	Supervisor Pay	82.76
2.	Kirby Hufford	Supervisor Pay	70.89
3.	Jim Krosch	Supervisor Pay	80.07
4.	Dave Lonergan	Supervisor Pay	159.76
5.	Valnes Rentals	September Rent	836.33
6.	Adam Erickson	Employee expenses	420.53
7.	Kasey Weichmann	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
11.	Town & Country	Supplies	336.13
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
	i.	Office supplies	130.74
	ii.	Promo/display stand	245.89
	iii.	Water fest reimbursables	69.41
	iv.	Mulch & pavers/rain gardens	530.46
	v.	Employee expenses	186.75
	vi.	Field Supplies	440.40
21.	Ds Needles	AIS promo shirts	310.00
22.	West Central Screen & Print	AIS promo towels	450.00
23.	Otter Tail Power	Electric bill	21.00
24.	Forum Communications	advertising	40.00

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,

 Treas.  
Kirby Hufford, Secretary

12/15/14 - corrected  
Date

10/11/16 original date