Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, July 10, 2018

I. Chair Fynboh called the regular meeting to order at 9:30 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Goodnough, Lonergan. Staff present: Erickson, Johnston, Lembcke, Solemsaas, Staebler, Weichmann. Others present: Cory Walker, NRCS (report only); Pete Waller, BWSR; Jeanne Ennen, county commissioner.

II. Supervisor Feuchtenberger moved to approve the agenda as amended. Second by Supervisor Lonergan. Passed unanimously.

III. Personnel Reports
A. Pete Waller gave a BWSR report and handed out a written summary as well. He primarily updated the board on recent legislative efforts.
B. Cory Walker gave a report on recent NRCS activities. The intern, Patrick Rhodes, will be in the office until August 14. 100% of the county’s CSP applications were chosen for funding. He met with area cooperatives and vendors regarding mixes and other concerns related to cover crops input through the EQIP program. He noted that Gary Watson will retire on August 3. He will be in the Morris office on August 1 for some housekeeping items. There has been no replacement designated yet. Walker recently attended a LWG meeting. He handed out a map of the new regions being discussed for NRCS. There will be 4 hub offices in Detroit Lakes, Baxter, Faribault and Marshall. A new state conservationist will begin work July 22. He thanked the board for Kasey’s excellent help getting CRP contracts processed.
C. The board tabled verbal additions to the written staff reports which were distributed with the board packets. Except:
   a. Solemsaas mentioned the golf course project and potentially asking for other funds (not CWF) for this project. He noted that the other waters resolution passed at the county level and mentioned that the tractors we were leasing were both sold, so John Deere will be replacing those with different models.
   b. Staebler discussed the integration of the new time tracking application with Quickbooks.
   c. After the meeting, Johnston discussed the Outstanding Conservationist nominations with the board. Voting/selection will take place next month and Erickson discussed the RIM action plan particulars with the board.

At 10 a.m., Jeff Kisgen met with board members to discuss the process and particulars of a RIM easement violation letter he received from BWSR. The board discussed options he may have for bringing the easement into compliance and will continue to correspond with BWSR on the matter. Regular board matters continued after this discussion. BWSR Board conservationist Pete Waller recommended putting easements into a GIS layer in an effort to help the county and its townships determine whether or not they should issue building permits in certain areas.

IV. Lonergan moved to approve the minutes from the June 2018 regular meeting. Second by Feuchtenberger. Passed unanimously.
V. Financial Matters
A. Supervisor Anderson moved to approve this month’s Treasurer’s Report. Second by Supervisor Goodnough. Passed unanimously.
B. Feuchtenberger moved to approved payment of the following bills. Second by Lonergan. Passed unanimously.
   1. Debra Anderson  Supervisor Pay  86.52
   2. Dennis Feuchtenberger  Supervisor Pay  154.87
   3. Greg Fynboh  Supervisor Pay  179.41
   4. Troy Goodnough  Supervisor Pay  70.16
   5. Dave Lonergan  Supervisor Pay  79.97
   6. Valnes Rentals  July Building Rent  2187.00
   7. Chris Staebler  Mileage SWCD admin session  190.75
   8. Morris Grain  Seed oats  17.25
   9. Randee Hokanson  SWELL Coordination, half year  2500.00
  10. Mobiz Computers  Tech support  45.00
  11. Metro Sales  Printer service  155.00
  12. Otter Tail Power  Electric bill  102.82
  13. Agassiz Seed  Seed inventory  3744.80
  14. Town & Country  Supplies  89.59
  15. Morris Cooperative  Diesel  196.78
  16. Morris Bearing  19.80
  17. Stevens County Highway  Gas  1362.48
  18. Bremer Card Services  3556.78

   a. National Envirotone registration  1800.00
   b. National Envirotone travel expenses  667.40
   c. Postage  145.65
   d. Office Maintenance  104.81
   e. Office supplies  22.16
   f. Drone parts  99.00
   g. Employee expenses  113.92
   h. Quickbooks payroll subscription  603.84

VI. Old Business
A. Solemsaas updated the board on bids he received for the shed expansion project. They decided to go with the lesser bid.
B. See Kisgen above.

VII. New Business
A. The board discussed transport fees for projects with special considerations but took no action to revise policy at this time.
B. The board discussed changes to the construction plans for the shed addition and Solemsaas will come back next month with additional information about cost and contractors available.
C. Goodnough moved to approve the Contract for Technical and Engineering Services with the WCTSA2 and the Joint Powers Agreements for the completion of and reimbursement for work on the MAWQCP. Second by Feuchtenberger. Passed unanimously.
D. Feuchtenberger moved to approve the contract with the MN DNR for the monitoring of observation wells in the county. Second by Goodnough. Passed unanimously.
E. Cost Share Approvals
   1. Lonergan moved to approve the allocation of $15005 in District Capacity funding for a 
      WASCOB project (Van Horn) contract #4DC18. Second by Anderson. Passed 
      unanimously.
   2. Goodnough moved to approve the allocation of up to 75% State Cost Share funding to 
      the following four contracts. Second by Lonergan. Passed unanimously.
      a. $1374 to contract 1/18SCS M Hansen rain garden
      b. $1254 to contract 2/18SCS H Waye rain garden
      c. $1119 to contract 3/18SCS P Ray rain garden
      d. $903 to contract 4/18SCS K Stallman rain garden
   F. Goodnough moved to approve the Bois de Sioux 1W1P Policy Committee Rules. Second by 
      Lonergan. Passed unanimously.

VIII. Supervisor Reports
   1. Fynboh appointed Anderson as the alternate for Bois de Sioux committee. Goodnough will 
      serve as second alternate. Next meeting will be August 23 at 8 a.m.
   2. Goodnough asked to see examples of the cover letters that are sent with easement 
      correspondence. He also mentioned that the latest round of MPCA Green Corps 
      applications just closed but that we might want to consider an application in the next round. 
      He also suggested a tour of Morris rain gardens to highlight upkeep and maintenance and 
      touch base with the homeowners on how they think they are working.
IX. Commissioner Ennen noted that the land lease related to the shed expansion was approved by the 
    county.

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,

Dave Lonergan, Secretary

Date: 8-14-18