Stevens Soil & Water Conservation District  
Regular Meeting Minutes  
Thursday, June 21, 2018

I. Chair Fynboh called the regular meeting to order at 2:45 p.m. Board members present: Anderson, Feuchtenberger, Fynboh, Goodnough, Lonergan. Staff present: Johnston, Solemsaas, Staebler, Weichmann. Others present: Britta Haseman & Patrick Rhodes, NRCS; Steph Adams, PDTRA.

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

III. Personnel Reports
   A. Britta Haseman gave an NRCS report on behalf of Cory Walker, who is working in Benson. She introduced intern Patrick Rhodes and read Cory’s written report. She explained the new NRCS staffing plan and noted that it might involve one more staff person in Stevens, but that all employees will now work in multi-county areas. She noted that the CRP sign-up is now open and proposals should be brought in as soon as possible. FSA is losing a technician so she asked that billing information for landowners with cost shared projects be brought to FSA as soon as possible so they can process them in a timely manner. They are working on certifying EQIP projects with tree plantings and working on contract maintenance. There won’t be any more amendments to the operational agreement between NRCS & SWCD at this time.
   B. Steph Adams gave a report on activity of the Pomme de Terre River Association. She described the three phases of the One Watershed One Plan process and noted that is their main focus at this time. The PTMA App development has been completed and the model will be available soon for counties to use in identifying the benefits of certain projects on a field scale. The TAC is working to learn about the app and its functions and abilities. The group is also getting ready to close out one federal 319 grant in August of this year. They are also working on a proposal for FY19 federal 319 funding which will be finalized soon. There is currently approximately $200,000 in project funding available through the 2016 federal 319 grant. Finally, there is a kayak run scheduled for June 28 going from the Dolven Wildlife Management Area to the Pomme de Terre Park. Another run will be made July 20 along a section of the river further north, starting at Tipsinah Mounds in Grant County.
   C. Additions to written staff reports:
      a. Solemsaas reported that he has submitted a training grant request through the TSA for grant funds totaling $1 million throughout the TSA. This will involve three years of projects within the TSA and approximately $75,000 in funding for Stevens SWCD. He reported that HEI will be giving a report to the TAC at their July 2 meeting on the findings of their golf course feasibility study. The TAC will then work to determine how to apply for funds and from where to get the best chance for project approval. Project cost estimates are currently about $600,000. Summer technician help started working May 31.
      b. Weichmann reported that she’s doing field checks for some MAWQCP projects over the next few days and that Steve Howe was recently approved for certification.
      c. Johnston completed the area poster contest judging at the Area 2 meeting earlier today.
d. Staebler will be attending the SWCD Admin session next week and has been working on preparations for that as Area 2 is hosting this year. She and Steph also recently completed a grant reconciliation.

IV. Supervisor Anderson moved to approve the minutes from the May 2018 regular meeting. Second by Feuchtenberger. Passed unanimously.

V. Financial Matters
A. Supervisor Lonergan moved to approve this month's Treasurer's Report. Second by Feuchtenberger. Passed unanimously.
B. Feuchtenberger moved to approved payment of the following bills. Second by Goodnough. Passed unanimously.

1. Debra Anderson  Supervisor Pay  86.51
2. Dennis Feuchtenberger  Supervisor Pay  158.15
3. Greg Fynboh  Supervisor Pay  165.77
4. Troy Goodnough  Supervisor Pay  70.16
5. Dave Lonergan  Supervisor Pay  141.56
6. Valnes Rentals  June Building Rent  2187.00
7. Judy Johnston  Area, State & Natl Envirothon expenses  499.87
8. West Central Glass  Tree planted parts (lexan)  28.50
9. Federated Telephone  Internet connection  109.95
10. Mobiz Computers  Tech assistance Judy & Chris computers  35.00
11. D's Needles  T-shirts  430.00
12. Stevens County Fair  Booth rental  144.00
13. Seales & Munsterman Accounting  Financial assistance  120.00
14. Grant County Herald  AIS & newsletter printing & mailing  1305.19
15. Town & Country  Supplies  343.31
16. Stevens County Highway  Gas  940.45
17. Farnams Auto Parts  Parts  103.17
18. Morris Cooperative  Gas & Tire  607.49
19. DJN Electric  Parts  110.00
20. Hannaher's  Additional desk hardware  424.42
21. Otter Tail Power  Electric bill  104.48
22. Pope & Stevens County Water Fest  Annual allocation  700.00
23. Houston Engineering  Consulting for golf course study  3613.50
24. Riley Brothers Construction  Paving parking lot  5200.00
25. Metro Sales  Copier rental  236.05
26. Bremer Card Services  Food plot mix  1318.62
   a. Office Maintenance  907.47
   b. Employee expenses  113.42
   c. TSA expenses  333.45
   d. Credit tree tube expense  -123.89
   e. Education/Envirothon expenses  18.17
27. Millborn Seeds  Tree inventory  267.00
28. Big Sioux Nursery  Tree inventory  366.71
29. Schumacher's  Tree inventory  11352.25
30. Agassiz Seed  Seed inventory  56074.56
VI. Old Business
A. Goodnough moved to send a Job Approval Authority request to NRCS to obtain ecological JAA for the technicians. Second by Anderson. Passed unanimously.
B. The board discussed the Kiski RIM non-compliance letter. The landowner is requesting a discussion with the board at their next regular meeting.

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 Solomasaas 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 Fechtenberger. Passed unanimously.
D. Fechtenberger 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. Goodnough moved to approve $425 in well sealing cost share through the FY18 CLWP funding available. Second by Fechtenberger. Passed unanimously.
2. Lonergan moved to allocate 75% cost share of $73,186 to PDTRA contract 75-1-16-319 for a WASCORB project. Second by Fechtenberger. Passed unanimously.
3. Goodnough moved to cancel contract 1-DC18 at the landowner’s request. Second by Fechtenberger. Passed unanimously.

VIII. Supervisor Reports
1. Fechtenberger invited SWCD staff and supervisors and families to a barbecue at his home next Wednesday June 27.
2. Lonergan and Anderson attended the Area 2 meeting along with staff members earlier today.

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

[Signature]

Dave Lonergan, Secretary

7-10-18

Date