

**Stevens Soil & Water Conservation District**  
**Regular Meeting Minutes**  
**Tuesday, August 14, 2018**

- I. Chair Fynboh called the regular meeting to order at 9:35 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Goodnough, Lonergan (out 10:45). Staff present: Erickson, Johnston, Lembcke, Solemsaas, Staebler, Weichmann. Others present: Britta Haseman, NRCS (report only); Jeanne Ennen, county commissioner.
  
- II. Supervisor Lonergan moved to approve the agenda as amended. Second by Supervisor Feuchtenberger. Passed unanimously.
  
- III. Personnel Reports
  - A. Britta Haseman gave a report on recent NRCS activities for Cory Walker, who is working in Benson today. Work on new CSP contracts is done and they are now starting to work on renewals. Construction season is starting. Kasey and Adam have been working on finishing up work on CRP offers this week before the deadline. EQIP signup deadline will be later this year; potentially October. The board asked questions about ranking projects and how funding is awarded and Britta discussed this with them.
  - B. Additions to written staff reports:
    - a. Solemsaas looked at building renovation estimates with the board. He will return next month with formal bids from interested contractors. Stevens is requesting approximately \$200,000 for project development and technical assistance through the Pomme de Terre River Association's 2019 CWF grant application. He outlined a new banking option presented to him recently and asked the board for input. He also presented information about the PEIP insurance available to staff. Solemsaas will meet with staff regarding plan changes and options. There is a September 1 deadline to sign up for the plan. Feuchtenberger moved to allow staff to choose their health insurance plan and options, as long as the cost to the district remains similar. Second by Anderson. Passed unanimously.
    - b. Lembcke noted that the compressor in the tree cooler went bad. It will need to be repaired or replaced. Given its age and the cost of repair, the board decided it's better to have it replaced. Lembcke will return to the board with bids for what a new compressor will cost. He also reported that there are some potted evergreens left that are available for purchase at \$7 each.
    - c. Erickson reported that spring seedings have been completed and staff are now working on mowing. There is interest in a potential CREP. He hasn't heard anything from BWSR on the RIM non-compliance.
    - d. Weichmann reported that there are 1 or 2 expiring CRP contract holders that haven't responded to her, but otherwise the CRP enrollments and re-enrollments are going well. She will be taking a few days off around her wedding later this month.
    - e. Johnston reported on the National Envirothon trip and the management involved in running the national event. She will be visiting potential sites for the 2019 state event on August 20. Next year's event will be in or near the metro area.
    - f. Staebler reported that the financial statement audit will take place September 25.

IV. Supervisor Goodnough moved to approve the minutes from the July 2018 regular meeting as corrected. 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. The board reviewed the Quarter 2 profit & loss statement. Matt will present the 2019 budget to the county next week.
- C. Feuchtenberger moved to approved payment of the following bills. Second by Anderson. Passed unanimously.


|  |                                 |         |
|--|---------------------------------|---------|
| 1. Debbie Anderson                           | Supervisor Pay                  | 86.51   |
| 2. Dennis Feuchteberger                      | Supervisor Pay                  | 69.26   |
| 3. Greg Fynboh                               | Supervisor Pay                  | 82.89   |
| 4. Troy Goodnough                            | Supervisor Pay                  | 70.16   |
| 5. Dave Lonergan                             | Supervisor Pay                  | 159.95  |
| 6. Valnes Rentals                            | August Building Rent            | 2187.00 |
| 7. Judy Johnston                             | Employee expenses               | 163.50  |
| 8. Kasey Wiechmann                           | Employee expenses               | 57.68   |
| 9. John Lembcke                              | Employee expenses               | 85.04   |
| 10. Chris Staebler                           | Fan for fair booth              | 27.77   |
| 11. Valu Ford                                | 2016 Dodge service              | 140.77  |
| 12. Morris Bearing                           | Parts                           | 2.61    |
| 13. Bakko Brothers                           | Drill parts                     | 88.56   |
| 14. Morris Cooperative                       | Diesel                          | 164.14  |
| 15. Farnam's Auto Parts                      | Parts                           | 174.50  |
| 16. Town & Country                           | Supplies                        | 57.83   |
| 17. Seales & Munstremman Acct                | Quarterly tax filing assistance | 56.25   |
| 18. Engebretsons                             | Garbage disposal                | 28.08   |
| 19. Ds Needles                               | Logo shirts                     | 140.00  |
| 20. American                                 | Logo Envelopes                  | 139.24  |
| 21. Morris Grain                             | Seed oats                       | 34.50   |
| 22. Hannaher's                               | Office Chairs                   | 4753.70 |
| 23. Metro Sales                              | Coper Lease                     | 158.55  |
| 24. Federated Telephone                      | Internet connection             | 109.95  |
| 25. Agassiz Seed                             | Seed inventory                  | 393.33  |
| 26. Otter Tail Power                         | Electric bill                   | 21.23   |
| 27. Stevens County Highway                   | Fuel                            | 1251.78 |
| 28. Forum Communications                     | Advertising                     | 50.00   |
| 29. Bremer Card Services                     |                                 | 1456.19 |
| a. Employee expenses                         |                                 | 1419.53 |
| b. Wireless hotspot                          |                                 | 15.59   |
| c. Office Maintenance (postage minus credit) |                                 | 19.36   |
| d. TSA expenses                              |                                 | 1.71    |

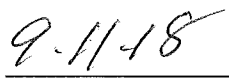
VI. Old Business

- A. The RIM Corrective Action plan was submitted to BWSR July 31 and we are waiting for a response.
  - B. Feuchtenberger moved to select Steve Howe as the 2018 Outstanding Conservationist for Stevens County. Second by Anderson. Passed unanimously.
- VII. New Business
- A. Cost Share Approvals
    - 1. Cost share allocations
      - a. State Cost Share
        - 1. \$1887 for 75% cost share to 5/18SCS Donna Chollett rain garden
        - 2. \$1977 for 75% cost share to 6/18SCS Darron Carr rain garden
      - b. 2016 Federal 319
        - 1. \$29720 for 75% cost share to 75-2-16-319 J Larson WASCObS
    - 2. Contract Amendments
      - a. Amend 4-DC18 to change cost share percentages allowable and allocate \$14036.32 of FY2018 funding and \$968.68 of FY2016 funding.
    - 3. Contract Payments
      - a. \$3147.48 for 75% cost share combined with EQIP to contract 75-13-14-319 S Johnson WASCObS
      - b. Because of the pending grant expiration, payment to contract 75-12-14-319 will be approved pending full completion of project and related forms and procedures.
    - 4. Federal 319 allocation \$29720 up to 75% to contract 75-2-16-319 J Larson WASCObS (4)
  - B. Goodnough moved to direct Lembcke to get multiple bids for tree cooler compressor replacement. Second by Anderson. Passed unanimously.
  - C. The board discussed PEIP insurance option (see Solemsaas staff report for motion).
  - D. Solemsaas presented a new banking option available to the board and listed several pros to changing banks. Staebler will look into rates and direct deposit options at Riverwood for comparison.
  - E. The board approved the lease with Stevens County for the land where the shed addition will be located.
- VIII. Supervisor Reports
- 1. Staebler presented a report of leave hours taken to the board at the request of Goodnough.
  - 2. Johnston thanked the board for their help with the fair booth this year.
  - 3. Commissioner Ennen did not have a report beyond what has already been discussed within the meeting.

The meeting was adjourned at 11:40 a.m.

Respectfully submitted,

  
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 Dave Lonergan, Secretary

  
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 Date

