

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Wednesday, December 12, 2018

- I. Chair Fynboh called the regular meeting to order at 9:30 a.m. Board members present: Anderson, Fynboh, Goodnough, Lonergan. Staff present: Erickson, Jenc, Johnston, Lembcke, Solemsaas, Staebler. Others present: Cory Walker, NRCS.
- II. Supervisor Goodnough moved to approve the agenda as amended. Second by Supervisor Lonergan. Passed unanimously.
- III. Personnel Reports
 - A. District Conservationist Walker gave an NRCS Report. He attended the MASWCD annual convention and noted that they have not seen any new hirings despite the fact that there are spots open throughout the state. There will be one admin per team, which will be a big adjustment. He is attempting to retain Victoria Jasper as an admin in Stevens through another type of contract. He's almost done working on payments to go out this year. There is a pending government shutdown, although approval of the Farm Bill is close. Wetland delineations will no longer be handled by county offices starting in January, along with WRP contract monitoring. There are 52 applications as of now, with the application period open until January 21.
 - B. Additions to written staff reports:
 - a. Solemsaas noted that he's been dealing with a lot of meetings and reports. The Chippewa Watershed Project meets this afternoon. He attended some good sessions at the MASWCD convention.
 - b. Erickson reported that he's been doing a lot of field checks and working on getting buffers numbers more solidified. There are a couple landowners still upset with the law and requirements in general.
 - c. Lembcke has started on some tree plans for the 2019 planting season. The open house will be held Friday.
 - d. Jenc reported that she's been doing field verifications in order for Woodkes to get financial assistance for their cover crops. She sent out an interest letter to a hand-picked list of landowners/operators who would be good candidates for participation in MAWQCP. She and the board discussed options for the treatment and prevention of AIS.
 - e. Johnston reported that the MASWCD Auction for education brought in about \$7700 this year. There were 17 donations of auction items from Stevens County. The presentation she helped give at the convention was well-attended. She has been looking at options for the printing of the Annual Review again this year and it looks like printing through the newspaper will reach the most readers at the least cost.
 - f. Staebler reported that we'll be implementing new time sheets starting in January. She has been working on grant closeouts and year-end preparations for PDTRA and SWCD.
- IV. Supervisor Anderson moved to approve the minutes from the November meeting. Second by Supervisor Goodnough. Passed unanimously.
- V. Financial Matters
 - A. Goodnough moved to approve this month's Treasurer's Report. Second by Anderson. Passed unanimously.

B. Supervisor Lonergan moved to approved payment of the following bills. Second by Anderson. Passed unanimously.

1.	Debbie Anderson	Supervisor Pay	86.51
2.	Dennis Feuchtenberger	Supervisor Pay	412.61
3.	Greg Fynboh	Supervisor Pay	519.02
4.	Troy Goodnough	Supervisor Pay	476.85
5.	Dave Lonergan	Supervisor Pay	396.43
6.	Valnes Rentals	December Building Rent	2187.00
7.	Judy Johnston	Employee Expenses	114.45
8.	Grant County Herald	Newsletter printing & mailing	906.02
9.	MN Dept of Ag	Nursery stock dealer certificate	225.00
10.	Bobcat of Morris	Skid loader rental	100.00
11.	Town & Country	Supplies	21.76
12.	Chokio Review	Ad	39.60
13.	Iceberg Web Design	Annual web & email hosting	407.90
14.	Morris Cooperative	Diesel	88.97
15.	Bormann Construction	Shed expansion flooring	10100.00
16.	Bremer Card Services		2910.96
	a.	Education	24.40
	b.	AIS credit	-27.52
	c.	Office Maintenance	123.48
	d.	Convention registrations	2347.25
	e.	Office supplies	217.33
	f.	Employee expenses	85.00
	g.	TSA gas	141.02
17.	Otter Tail Power	Electric bill shed	25.18
18.	Stevens County Highway	Gas	164.02

VI. Old Business

- A. Goodnough moved to approve the Stevens SWCD Data Practices Policy, as amended from the draft presented. Second by Anderson. Passed unanimously.
- B. The board discussed the Alternative Practices policy and the policy committee will meet to draft policy related to exceptions/denials.

VII. New Business

- A. Goodnough moved to approve the 2019 Charges for Services. Second by Anderson. Passed unanimously.
- B. Lonergan moved to approve the 2019 Budget. Second by Anderson. Passed unanimously.
- C. Goodnough moved to approve the updated AIS prevention plan. Second by Anderson. Passed unanimously.
- D. Cost Share Contracts
1. PDTRA grant projects
 - a. Goodnough moved to approve the following actions related to 2014 CWF funding. Second by Anderson. Passed unanimously.
 1. Payment of \$2025 to contract # 75-34-14-CWF (slippage of \$1350).
 2. Amend 75-35-14-CWF to change landowner name upon death of original contract holder.

2. SWCD projects
 - a. Lonergan moved to approve the following actions related to District Capacity Funding.
Second by Anderson. Passed unanimously.
 1. Unencumber \$7031.88 from expired contract 15-DC-16
 2. Unencumber \$6000 from expired contract 2-DC17
 3. Pay \$14570.01 (FY16) to 1-DC16 Weiler WASCObS and unencumber \$5702.24 slippage.
 4. Pay \$10167.05 (\$968.68 DC16 & \$9198.37 DC18) to 4-DC18 Van Horn WASCObS and unencumber \$4838 FY18
 5. Amend 1-DC17 to extend deadline to 11/30/19 upon permission from Board Conservationist Pete Waller.
 6. Pay \$497.51 (\$311.02 DC16 & \$186.49 DC17) partial payment to 1-DC17 Schaefer alternative tiles.
 7. Amend 1-17SCS/DC to add \$5761.48 DC16 funding.
 8. Pay \$20703.36 (\$5761.48 DC16, \$255.41 DC17, \$12247 SCS17 and \$2439.47 SCS16) to 1-17SCS/DC Bratton WASCObS.
 9. Allocate funding to 3-DC17 \$3750 Hennen alternative tile project
 10. Allocate funding to 4-DC17 \$2250 Hennen alternative tile project
 - b. Anderson moved to approve the following actions related to State Cost Share funding.
Second by Lonergan. Passed unanimously.
 1. Amend 7-18SCS (Fynboh Alt tile) to extend deadline to 12/31/2019
 2. Amend 5-18SCS to add \$414 to allow for up to 75% maximum cost share.
 3. Pat \$2301 to contract 5-18SCS for Chollett rain garden.
3. Anderson moved to approve \$300 in well sealing cost share (Quiberg). Second by Goodnough. Passed unanimously.
4. Anderson moved to request extension of 2016 District Capacity grant to 12/31/2019. Second by Lonergan. Passed unanimously.

VIII. Supervisor Reports

- A. The board thanked Judy for her presentation at the MASWCD convention.
- B. Completion of the district self-assessment tool was tabled until a board retreat can be scheduled.
- C. Reminder that the Christmas party will be held December 19.

The meeting was adjourned at 12:10 p.m.

Respectfully submitted,



 Dave Lonergan, Secretary

1-8-19

 Date