Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, July 9, 2019

I. Chair Goodnough called the regular meeting to order at 9:30 a.m. Board members present: Fynboh, Goodnough, Lonergan. Staff present: Erickson, Jenc, Johnston, Lembcke, Staebler. Others present: Cory Walker, NRCS; Jeanne Ennen, Stevens County Commissioner.

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

III. Personnel Reports
   A. NRCS Cory Walker reported that he has begun duties as the team lead for the 5 counties of Grant, Stevens, Pope, Traverse, and Douglas. He will be based out of Alexandria but travelling most days to other counties. Stevens County will be getting a soil conservationist in the future, probably in the fall. They are working on a potential CRP contribution agreement. There will be a conservation planning training held in Morris at the end of July.
   B. Commissioner Ennen reported that there have been several ditch cleaning requests. She talked about the BWSR board meeting and bus tour of the Pomme de Terre watershed which will be held in Morris at the end of August. The county is starting the budgeting process and she noted that obviously many things factor into the decision as to where funding can be allocated. Human Services and especially out of home placement takes an enormous amount of the budget. The county passed the franchise agreement with AMP pipeline and they are finalizing the route before getting the permit to start construction.
   C. Additions to written staff reports:
      a. Lembcke noted that there are some potted trees for sale. He will be closing down the cooler this week and has been selling some of the surplus trees. There were some issues with things freezing up but it seems to be working ok now. Some of the grass seedings have been delayed until fall because of the unusually wet weather so far this year.
      b. Jenc reported that she has sent out letters inviting individuals to a meeting to promote and highlight the MAWQCP. It will be held in mid August. She’s been working on a lot of CRP quotes and has got some new AIS signage to be erected at the Perkins Lake public access.
      c. Johnston will be helping at the WC Cattlemen’s state tour and will also be helping Supervisor Goodnough with the upcoming energy conference. She has been working on displays for Hort Night and the fair.
      d. Staebler will start working on the budget with Solemsaas and is starting to prepare for the financial statement audit in August.
      e. Erickson reported that he will try to finish up some cool season buffer seedings in August. He will be working with Bill from Environmental Services to draft a letter to buffer law non-compliant landowners. He’s also working on a couple new CREP easements.

IV. Fynboh moved to approve the minutes from the July meeting. Second by Lonergan. Passed unanimously.

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

   PAID PRIOR TO APPROVAL (No June meeting)
   1. Vines Rentals May Building Rent 2187.00
   2. Frontier Precision Trimbble GIS tablets 5349.00
   3. Lawn & Driveway Staples 70.00
   4. Agassiz Seed Tree Fabric 4567.00
5. Town & Country Supply Supplies 469.90
6. Morris Lumber & Millwork Shop supplies 144.99
7. Grant County Herald Newsletter printing & postage 824.05
8. Millborn Seeds Seed inventory 33106.34
9. American promotional items 1259.61
10. Morris Grain Oats 48.60
11. Wildlife Forever AIS expense 2000.00
12. Metro Sales Copier Lease, 2 months 458.72
13. Federated Telephone Internet connection, 2 months 219.90
15. DJN Electric Repairs 228.10
16. Kim Boyce Retreat facilitation 1100.00
17. Stevens County Highway Gas 328.94
18. Otter Tail Power Company Electric bill 62.05
19. Morris Cooperative Vehicle expenses 449.54
20. Farnam's Genuine Parts Parts 59.42
21. Midwest Machinery Parts 55.98
22. Forum Communications Legal weed notice 92.80
23. Tri County Co-op Diesel 108.12
24. Valu Ford Parts 52.35
25. M&R Sign AIS Signs 662.48
26. Bremer Card Services 2363.02
   Office Maintenance 983.98
   AIS Expenses 125.18
   Info & Education 48.43
   Field Expenses 424.43
   Vehicle Expenses 174.11
   Employee Expenses 397.89
   TSA Expenses 106.86
   Employee expenses 101.14

TO BE PAID AFTER JULY MEETING
1. Supervisor Compensation July June & July Rent 4374.00
2. Valnes Rentals Fair booth, extra footage 144.00
3. Stevens County Fair Employee expenses 86.72
4. Judy Johnston
5. Farnam's Auto Parts
6. Millborn Seeds
7. Bremer Card Services
   Office Maintenance 753.59
   Employee expenses 30.90
   Field expenses 35.99
   TSA expenses 51.31

VI. Old Business
A. Staebler showed the board a map of the planned installation of a gas pipeline to the shed.

VII. New Business
A. Lonergan moved to approve the 2019 CREP Outreach & Implementation Grant Agreement. Second by Fynboh. Passed unanimously.
B. Fynboh moved to approve the FY20 Observation Wells contract with MN DNR. Second by Lonergan. Passed unanimously.
C. Cost Share Activity
   1. Lonergan moved to approve 4-BUFFER contract (Moeller) for $675 buffer cost share. Second by Fynboh. Passed unanimously.
   2. Fynboh moved to approve allocation of funding to the following 2016 Federal 319 contracts. Second by Lonergan. Passed unanimously.
      a. $2048 to 75-4-15-319 Hill rain garden
      b. $4677 to 75-6-16-319 Flogstad rain garden (2)
      c. $2667 to 75-7-16-319 Greiner rain garden

D. The board and staff discussed potential nominees for the 2019 Outstanding Conservationist award. Fynboh moved to appoint Derek & Darin Woodke upon acceptance. Second by Lonergan. Passed unanimously.

VIII. Supervisor Reports
   A. Goodnough asked the staff to draft a buffer update that could be sent to the local paper.
   B. Those who attended the Area 2 meeting noted that it covered good information.
   C. Fynboh will be attending an upcoming Bois de Sioux meeting.
   D. Lonergan will be attending an upcoming Pomme de Terre River Association meeting on Friday.

The August board meeting will be rescheduled for either August 12 or 20 depending on Solemsaas's schedule, and a notice will be sent out as soon as possible. If he's available, BWSR Board Conservationist Pete Waller will attend the August meeting to give a legislative update for the year.

The meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Debbie Anderson, Secretary

Date 8/12/19