

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, December 17, 2019

- I. Supervisor Fynboh called the regular meeting to order at 9:30 a.m. Board members present: Anderson, Feuchtenberger (9:45), Fynboh, Lonergan. Staff present: Erickson, Johnston, Lembcke, Staebler, Solemsaas. Others present: Britta Haseman, NRCS (report only).

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

- III. Personnel Reports
 - A. Britta Haseman, NRCS, reported for Cory Walker, who is working on processing CSP payments, which must be done by Friday. She noted there are general and CCRP application periods open now, with February deadlines. We will be able to help through a contribution agreement and the workload will be heavy. They don't know the deadline for the next round of EQIP funding.
 - B. Commissioner Ennen was not in attendance because there is also a county commissioner's meeting today.
 - C. Additions to staff reports
 - a. Solemsaas attended a joint meeting of the Pomme de Terre River Association JPB & TAC committees and 1W1P planning committee last week. The 60-day formal review is open now. He noted progress on the County Ditch 18 project. He will attend a Chippewa 1W1P meeting Friday. He is working with Roger Rose at UMM on a survey to be sent to landowners asking them for input on SWCD focuses/efforts. An RCPP grant application was submitted for just under \$5 million, including areas of about 20 counties. After looking at division of job duties for current staff and the budget, the board will look closer at hiring another technician to fill the current vacancy.
 - b. Erickson reported that there will be a big workload this early spring related to CRP enrollments and re-enrollments. SWCD staff will meet with NRCS to divide the workload and he assumes a large portion of the work could fall to us. He's working on the Kisgen RIM violation, communicating with Kisgens as well as BWSR.
 - c. Lembcke is working with Staebler on a final AIS report for the year which gets sent to the DNR. Fall seeding came to a halt and it went ok but a lot was left undone because of the weather. He attended a shoreline restoration training in Becker.
 - d. Johnston is starting to prepare for 2020 educational events. She thanked everyone for their participation at the MASWCD auction. She is also starting to work on the annual report.
 - e. Staebler will be attending a year-end grant reporting training in Fergus Falls on Friday.

- IV. Anderson moved to approve the minutes from the November regular and special meetings. Second by Supervisor Feuchtenberger. Passed unanimously.

V. Financial Matters

A. Feuchtenberger moved to approve this month's Treasurer's Report. Second by Anderson.
Passed unanimously.

B. Feuchtenberger moved to approve payment of the following bills. Second by Lonergan.
Passed unanimously.

1. Debbie Anderson	Supervisor Pay	506.85
2. Dennis Feuchtenberger	Supervisor Pay	69.26
3. Greg Fynboh	Supervisor Pay	592.81
4. Dave Lonergan	Supervisor Pay	560.67
5. Valnes Rentals	December Building Rent	2187.00
6. Judy Johnston	Employee Expenses	31.10
7. MN Dept of Ag	Pesticide Applicator Licenses	128.00
8. Morning Sky Greenery	Rain garden stock	483.10
9. MN PEIP	Health insurance premiums after adjustments	22.56
10. Morris Cooperative	Diesel	97.03
11. Custom Fabrication	repair	28.00
12. Otter Tail Power	Electric bill, shed	24.79
13. MCIT	Additional amount due workers comp	345.00
14. Stevens County Times	Annual subscription	53.00
15. Town & Country Supply	TSA expense	10.80
16. Chokio Review	Advertising	79.20
17. Valnes Properties	Arboretum maintenance	400.00
18. Peterson Company	2018 financial statement audit	2750.00
19. Metro Sales	Copier lease	165.61
20. CenterPoint Energy	Natural gas	41.55
21. Ranger Randee	SWELL Coordination	2500.00
22. WCTSA	Technical assistance	5661.06
23. MACDE	Annual memberships	150.00
24. Center Point Energy	Natural gas	109.90
25. Stevens County Highway		671.67
26. Federated Telephone	2 months internet	219.90
27. Bremer Card Services		3661.09
a. Outstanding Conservationist signs		69.21
b. Employee Expenses/Mtg		195.58
c. Office Maintenance (postage, wifi hotspot, W-2 forms)		62.09
d. Vehicle Expenses		10.00
e. Office Supplies		232.66
f. Convention registrations		2921.00
g. TSA expenses		170.55

VI. Old Business

A. Three bids to purchase the 2001 Ford dually pickup were received. The board wanted to table acceptance of any bids until Solemsaas checks with Valu Ford on the value of the vehicle.

B. The board would like to solicit bids for the completion of the audited 2019 financial statements.

VII. New Business

A. Cost Share Contracts

- a. Feuchtenberger moved to approve well sealing cost share of \$300 for Noordman's project. Second by Anderson. Passed unanimously. The board would like the water planning committee to discuss potentially increasing this amount in the future.
 - b. Feuchtenberger moved to approve the cancellation and un-allocation of funding to expired contracts 2-DC18 (\$2377.80, 16-DC16 (\$5775), 17-DC16 (\$1800) and 1-DC19 (\$25,649.12). Second by Anderson. Passed unanimously.
 - c. Lonerger moved to approve final payment of \$5410.75 (75%) of cost share contract 1-DC17 for Schaefer Brothers WASCOD project. Second by Feuchtenberger. Passed unanimously. \$7547.35 will be unallocated.
 - d. Anderson moved to approve final payment of \$21,389 to contract 75-1-19-CWF for Donnelly Rod & Gun Club shoreline restoration. Second by Lonergan. Passed unanimously.
- B. Anderson moved to approve the RIM Easement Work Order Agreement authorizing \$2000 payment to the SWCD for easement #75-01-19-01 acquisition. Second by Feuchtenberger. Passed unanimously.
- C. Anderson moved to approve Resolution 01-19 for Recognition of Kaley Poegel. Second by Lonergan. One opposed.
- D. There will be an Extension workshop of fair farmland rentals on January 7 at WCROC.

VIII. Supervisor Reports

- A. Lonergan reported that at a meeting recently, he received a compliment on our annual review.
- B. There was over \$7700 raised at the MASWCD Auction for Education this year.
- C. The annual office holiday party will be held Tuesday, January 7. Please RSVP to Judy or Deb by January 2.
- D. Staebler reminded the board that they should be getting a reminder from the state and need to complete the Campaign Finance disclosure statement before the end of January.

The meeting was adjourned at 11:15 a.m.

Respectfully submitted,



Debbie Anderson, Secretary



Date

