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   2167.00
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

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 Solemsasas 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. Lonergan moved to approve final payment of $5410.75 (75%) of cost share contract 1-DC17 for Schaefer Brothers WASCOB 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,

[Signature]
Debbie Anderson, Secretary

[Date]