

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, December 8, 2020
1 p.m. Via Zoom

- I. Chair Feuchtenberger called the meeting to order at 1:10 p.m. Board members present: Anderson, Feuchtenberger, Fynboh, Goodnough, Lonergan. Staff present: Johnston, Solemsaas, Staebler. Others present: Melissa McCann, NRCS (report only).
- II. Supervisor Fynboh moved to approve the agenda as amended. Second by Supervisor Anderson. Passed unanimously.
- III. Personnel Reports
- A. Please see written report by Melissa McCann. The most recent EQIP deadline was November 20 and she is processing those applications. She is also working on 2021 CSP payments and contract renewals. USDA offices have gone back to Phase 1 and there is no public admittance to offices and limited staffing in office.
- B. Commissioner Ennen was not in attendance.
- C. Additions to written staff reports
- a. Solemsaas reported that the PDTRA is almost ready to complete the funding request and work plan related to the Watershed Based Implementation Funding grant. Stevens has applied for about \$130,000 in funding through that grant. He is working on the 2021 District Capacity work plan which will include more funding for staff than previous grant work plans, along with some cost share.
- IV. Supervisor Lonergan moved to approve the minutes from the November regular meeting. Second by Fynboh. Passed unanimously.
- V. Financial Matters
- A. Supervisor Goodnough moved to approve this month's Treasurer's Report. Second by Fynboh. Passed unanimously.
- B. Fynboh moved to approve payment of the following bills. Second by Lonergan. Passed unanimously.
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| 1. Valnes Rentals | November Rent | \$2187.00 |
| 2. Debbie Anderson | Supervisor Pay | 70.16 |
| 3. Dennis Feuchtenberger | Supervisor Pay | 69.26 |
| 4. Greg Fynboh | Supervisor Pay | 207.80 |
| 5. Troy Goodnough | Supervisor Pay | 70.16 |
| 6. Dave Lonergan | Supervisor Pay | 70.16 |
| 7. Town & Country | Supplies | 29.67 |
| 8. Frontier Precision | | 765.00 |
| 9. Morning Sky Greenery | Rain garden plants | 1329.15 |
| 10. Otter Tail Power | Electric bill, shed | 31.36 |
| 11. Valu Ford | TSA vehicle service & truck mud flaps | 180.88 |
| 12. Nycklemoe & Ellig | CREP easement expenses | 1973.50 |
| 13. Metro Sales | Copier Lease | 98.95 |
| 14. Chokio Review | Tree sale ad | 52.50 |
| 15. Morris Cooperative | Tire repair | 120.56 |
| 16. Stevens County Times | Annual Subscription | 53.00 |
| 17. Peterson Company | Financial Statement prep | 2750.00 |
| 18. Bremer Card Services | | 554.97 |
| a. Office Maintenance (postage, wi-fi hot spot, web hosting) | | 90.17 |
| b. Office supplies | | 277.81 |
| c. Education reimbursable | | 125.00 |
| d. Field expense | | 10.00 |
| e. TSA Expenses | | 51.99 |
- VI. There was no Old Business

- VII. New Business
- A. Goodnough moved to approve the Bois de Sioux 1W1P CWMP submission to the state. Second by Anderson. Passed unanimously.
 - B. Cost Share Contract Payments
 - a. Anderson moved to approve the three following PDTRA cost share contract payments. Second by Lonergan. Passed unanimously.
 - i. \$3712 to contract 75-4-19-CWF D Huebner Alt tile intakes (\$2063 slippage)
 - ii. \$15862 to contract 75-3-19-CWF W Kill alt tile intakes (\$5738 slippage)
 - iii. \$10249.88 to contract 75-10-16-319 B White WASCObS (\$6499.12 slippage)
 - b. Goodnough moved to approve payment to the following SWCD Contracts. Fynboh seconded. Passed unanimously.
 - i. \$3037 to contract 1-DC20 W Kill alt tile intakes (\$1801.62FY19, \$1235.38 FY20, \$1012.62 slippage FY20))
 - ii. \$18687 to contract 3-DC19 S Schaefer WASCObS (\$1052 slippage)
 - iii. \$24146 to contract 5-DC17 B Searle WASCObS (\$10298.87 DC17, \$7371.75 DC18, \$6359 19SCS, \$116.38 DC19, \$7343 slippage DC19)
 - C. Fynboh moved to approve the multi-purpose Memorandum of Agreement #N2721MOU0011175 with USDA-NRCS. Second by Anderson. Passed unanimously.
- VIII. Supervisor Reports
- a. The MASWCD Annual Convention was held virtually this morning. Supervisors who attended summarized the meeting.

The meeting was adjourned at 1:55 p.m.

Respectfully submitted,

Minutes approved 1/12/2021

Greg Fynboh, Secretary

Date