

**Stevens Soil & Water Conservation District**  
**Regular Meeting Minutes**  
**Tuesday, November 16, 2021**  
**9:30 a.m. SWCD Office**

- I. Vice Chair Anderson called the regular meeting to order at 9:40 a.m. Board members present: Anderson, Goodnough, Feuchtenberger. Staff present: Johnston, Solemsaas, Staebler. Others present: Melissa McCann, NRCS, via phone.
- II. Supervisor Goodnough moved to approve the agenda. Second by Supervisor Feuchtenberger. Passed unanimously.
- III. Reports
- A. Melissa McCann, NRCS, gave an NRCS report by phone. Feuchtenberger inquired about the EQUIP deferral process and she is going to look into it and report back next month. The deadline for EQUIP applications is November 19. There are more applications than last year. She's also working on CSP annual payments and renewals. Stevens continues to lead the area/team in terms of money spent. They also discussed new CRP rental rates.
- B. Commissioner Ennen was not present as the Board of Commissioners was meeting this morning.
- C. Additions to written staff reports:
- a. Solemsaas reported that the Chippewa 1W1P committees are starting to meet. He and the budget committee will meet after January 1. The PDTRA is having an annual meeting November 30. He will send the board the email with information about it. Seeding is done for the year. Potential grantees from the area are meeting Thursday to talk about the details of an RCCP irrigation grant.
- b. Johnston will be chairing the MASWCD Auction for Education to be held at the convention. Any supervisors and staff who will attend the convention are welcome to help with setup and execution of the auction. We have started submitting a monthly column to the newspaper. Goodnough noted that when there isn't a specific event or topic to discuss, information gleaned from the UofM survey that was completed could be discussed in the column. Students could help develop short communication pieces to be used.
- c. Staebler attended several beneficial BWSR Academy virtual sessions.
- IV. Goodnough moved to approve the minutes from the October Regular Meeting. Second by Feuchtenberger. Passed unanimously.
- V. Financial Matters
- A. Goodnough moved to approve this month's Treasurer's Report. Second by Feuchtenberger. Passed unanimously.
- B. Goodnough moved to approve the Management Representation Letter to Peterson Company LLC. Second by Feuchtenberger, the motion passed unanimously.
- C. Feuchtenberger moved to approve payment of the following bills. Second by Goodnough. Passed unanimously.
- |                            |                               |         |
|----------------------------|-------------------------------|---------|
| 1. Valves Rentals          | November Rent                 | 2187.00 |
| 2. Debbie Anderson         | Supervisor Pay                | 133.74  |
| 3. Dennis Feuchtenberger   | Supervisor Pay                | 230.87  |
| 4. Troy Goodnough          | Supervisor Pay                | 116.94  |
| 5. Verizon                 | Supervisor tablets            | 84.70   |
| 6. CenterPoint             | Natural gas                   | 52.95   |
| 7. Seales Advisory         | Quarterly tax filing          | 116.00  |
| 8. Nyclemoe & Ellig        | RIM reimbursable expenses     | 2839.50 |
| 9. WC TSA                  | Q3 technical assistance       | 4049.37 |
| 10. Innovo                 | Health insurance              | 421.36  |
| 11. Stevens County Highway | Gas                           | 136.54  |
| 12. OtterTail Power        | Electric                      | 31.71   |
| 13. Stevens County Times   | Annual subscription           | 53.00   |
| 14. Stevens County Times   | Advertising                   | 120.00  |
| 15. Grant County Herald    | Newsletter printing & mailing | 892.55  |
| 16. Custom Fabrication     | Hitch repair                  | 130.95  |
| 17. Willie's               | Meeting expenses              | 9.08    |

18. Peterson Company	2020 Financial statement audit	2825.00
19. Millborn Seeds	Seed inventory	15705.85
20. MN Dept of Ag	Annual tree stock dealers license	225.00
21. Bremer Bank		404.18
a. Office Maintenance	351.28	
b. TSA Expenses	52.90	

VI. Old Business

A. None.

VII. New Business

A. Cost Share Contracts

a. Goodnough moved to allocate 75% cost share up to \$7391.25 to contract 75-1-21-WBIF, a shoreline protection project on Perkins lake. Second by Feuchtenberger, the motion passed unanimously.

b. Feuchtenberger moved to pay \$1300 to contract 1-BdS-CC Larson cover crop contract. Second by Goodnough. Passed unanimously.

B. Feuchtenberger moved to approve the sale of the Chevy flatbed pickup. Goodnough seconded and the motion passed unanimously.

VIII. Supervisor Reports

A. Staebler and Johnston reviewed convention plans for those who will be attending.

B. The office holiday party will be held January 10 at Fireside. Watch for more details.

C. Because several board and staff will be at the MASWCD Annual convention on the date of the next regularly-scheduled meeting, the December meeting will be postponed until December 21.

D. The PDTRA Annual meeting will be held November 30 at Old #1 beginning at 6:00.

The meeting was adjourned at 10:45 a.m.

Respectfully submitted,



Troy Goodnough, Secretary

12/21/21

Date