

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, February 8, 2022
9:30 a.m. SWCD Office

- I. Chair Anderson called the regular meeting to order at 9:30 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Goodnough, Lonergan. Staff present: Johnston, Solemsaas, Staebler. Others present: Commissioner Jeanne Ennen.
- II. Supervisor Fynboh moved to approve the agenda. Second by Supervisor Feuchtenberger. Passed unanimously.
- III. Reports
- A. Melissa McCann, NRCS, was unable to attend in person. She submitted a written report which Staebler read through. Britta Haseman will be leaving the Stevens office as of February 25 to take a position in Big Stone County. The CRP sign-up is open through March 11. There are new rental rates available.
- B. Commissioner Ennen reported on recent activity of the county commissioners. She discussed progress on the Silver Lake project with Grant county and talked about additional county highway department and commissioner activity since her last update.
- C. Additions to written staff reports
- a. Solemsaas reported that the Chippewa 1W1P has received a planning grant and they will hopefully be eligible for WBIF funding in about 2 years. He gave a presentation to the Pomme de Terre Garden Club on rain gardens. The 2022 elink work plans have all been submitted.
- b. Johnston received comments from the board on a newspaper column article that was drafted by UMM student who worked on the survey we sent out and is working on two other informational articles as well. Staff will edit and submit another draft for the board to review before the articles gets submitted to the newspaper. Johnston will meet with the student to discuss the changes and help him learn more about how the district and the programs we work with function.
- c. The board discussed Erickson's report, which talked about progress on MN Buffer Law compliance. There is 1 CREP easement in progress at this time.
- IV. Fynboh moved to approve the minutes from the January Regular Meeting. Second by Supervisor Lonergan. Passed unanimously.
- V. Financial Matters
- A. Lonergan moved to approve a contract with Peterson Company Ltd for the completion of the 2021 audited financial statements. Second by Fynboh, the motion passed unanimously. Feuchtenberger moved to approve this month's Treasurer's Report. Second by Fynboh. Passed unanimously. The board also reviewed a draft Balance Sheet and year-end Budget vs Actual. These will be reported monthly going forward and the board also requested a list of accounts receivable at the next meeting. Commissioner Ennen suggested requesting an increase in the JPB Fiscal Agent contract amount for 2023 as this has not been adjusted since we began doing this work several years ago.
- B. Supervisor Goodnough moved to approve payment of the following bills. Second by Feuchtenberger. Passed unanimously.
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|--------------------------|-------------------------------------|---------|
| 1. Valnes Rentals | February Rent | 2187.00 |
| 2. Debbie Anderson | Supervisor Pay | 268.97 |
| 3. Dennis Feuchtenberger | Supervisor Pay | 381.42 |
| 4. Greg Fynboh | Supervisor Pay | 130.06 |
| 5. Troy Goodnough | Supervisor Pay | 116.94 |
| 6. Dave Lonergan | Supervisor Pay | 127.47 |
| 7. WCA TSA2 | 2021 Quarter 4 reimbursement | 1375.20 |
| 8. Nycklemoe & Ellig PA | CREP easement reimbursable expenses | 1588.50 |
| 9. WC MASWCD Area 2 | Annual dues | 350.00 |
| 10. Willie's | Meeting expenses | 8.38 |
| 11. Chokio Review | Annual subscription | 30.00 |
| 12. KMRS/KKOK | Spring Expo | 200.00 |

13. Iceberg Hosting	Website tech support	43.75
14. Bremer Card Services		726.99
a. Office Maintenance		402.66
b. Office Supplies		73.97
c. Employee expenses		144.20
d. TSA Expenses		106.16

VI. There was no Old Business

VII. New Business

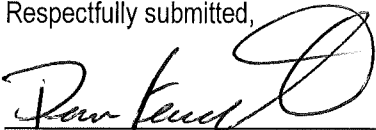
- A. Goodnough moved to approve the DNR Walk In Access Joint Powers Agreement. Second by Fynboh. Passed unanimously.
- B. Feuchtenberger moved to allocate 75% cost share, in conjunction with EQIP, up to \$17,547 to contract 75-7-19CWF (MTM WASCObS). Second by Goodnough, the motion passed unanimously.
- C. The personnel committee discussed the staff performance reviews they conducted at their 2/7 meeting and their recommendations for 2022 pay rates. The board should have future discussions on what to do when the majority of staff reach the last step in their current grade. They also discussed wanting to meet with staff individually and potential ways to conduct reviews of the administrator. Fynboh moved to offer the committee's recommended step and grade increases as outlined in the spreadsheet presented, adjusting for last year's freeze and amounting to an 8.5% or 2.5% COLA increase depending on current step, retroactive to 1/1/2022. Goodnough seconded. Passed unanimously.

VIII. Supervisor Reports

- A. Staebler reminded the board that the Area 2 meeting will be held March 15 and we are hosting this meeting.
- B. MAWSCD Legislative Day will be held March 9.

The meeting was adjourned at 11:05 a.m.

Respectfully submitted,



Dennis Feuchtenberger, Secretary

3-8-2022
Date