

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, January 10, 2023
9:30 a.m. SWCD Office

- I. Chair Anderson called the regular meeting to order at 9:35 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Lonergan. Staff present: Johnston, Solemsaas, Staebler. Others present: Olivia Mickelson, NRCS.
- II. Supervisor Fynboh moved to approve the agenda as amended. Second by Supervisor Feuchtenberger. Passed unanimously.
- III. Reports
 - A. Olivia Mickelson, NRCS, gave a program report.
 - B. Commissioner Ennen was unable to attend the meeting.
 - C. Additions to written staff reports
 - a. Solemsaas reported that he has been meeting regarding WCA and there will be another TEP meeting coming up. They are finishing up some wetland banking things.
 - b. Johnston reported that she is working on fundraising for the State Envirothon. MASWCD budgeted \$5000 this year in lieu of having an auction at the annual convention.
 - c. Lembcke discussed the MAWQCP certification process and grant funding available for landowners to fix issues.
- IV. Feuchtenberger moved to approve the minutes from the December 2022 Regular Meeting. Second by Fynboh. Passed unanimously.
- V. Financial Matters
 - A. Fynboh moved to approve this month's Treasurer's Report. Second by Supervisor Lonergan. Passed unanimously.
 - B. Lonergan moved to approve payment of the following bills. Second by Feuchtenberger. Passed unanimously.

1. Valnes Rentals	January Rent	2537.00
2. Debbie Anderson	Supervisor Pay	136.59
3. Greg Fynboh	Supervisor Pay	280.00
4. Dennis Feuchtenberger	Supervisor Pay	115.44
5. Dave Lonergan	Supervisor Pay	128.73
6. Metro Sales	Copier Lease	141.97
7. MASWCD	Annual dues	5021.07
8. NACD	Annual dues	500.00
- VI. There was no Old Business
- VII. New Business
 - A. Matt will set up a time with the personnel committee to meet and conduct annual staff performance reviews before the February meeting. He will also be setting up interviews with Assistant Technician applicants.
 - B. Administrator Solemsaas swore in Debbie Anderson and Greg Fynboh for new 4-year terms as SWCD Supervisors.
 - C. The Area 2 meeting will be held February 7 in Little Falls. Supervisors let Chris know who wanted to attend.
 - D. MASWCD Legislative Briefing & Day at the Capitol will be held March 7-8. Supervisors should let Matt know if they want to attend.
 - C. Annual SWCD Reorganization
 - a. Feuchtenberger moved the Election of Officers by rotation. Second by Fynboh. Passed unanimously.
 - i. Chair Greg Fynboh
 - ii. Vice Chair Troy Goodnough
 - iii. Treasurer Dennis Feuchtenberger
 - iv. Secretary Dave Lonergan
 - v. Reporter Debbie Anderson

Greg Fynboh began presiding over the meeting.

- b. Loneragan moved to schedule regular board meetings for the second Tuesday of each month at 9:30 a.m. in the SWCD Office. Second by Fynboh. Passed unanimously.
- c. Loneragan moved to authorize regular payment of bi-weekly payroll with 2023 rates to be set in February after staff performance reviews. Second by Feuchtenberger. Passed unanimously.
- d. Anderson moved to set mileage reimbursement rate to coincide with federal rate, which is currently \$0.655 per mile. Second by Feuchtenberger. Passed unanimously.
- e. Anderson moved to set supervisor compensation per diems at \$125. Second by Feuchtenberger. Passed unanimously.
- f. Loneragan moved to designate Riverwood Bank as the official depository of the Stevens SWCD. Second by Feuchtenberger. Passed unanimously. This will be revisited when we need to order check blanks again.
- g. Anderson moved to approve check signing authority for checking and money market accounts to all supervisors, District Administrator Solemsaas, Office Manager Staebler and Education Coordinator Johnston, and to Johnston & Staebler for the SWELL account. Second by Feuchtenberger. Passed unanimously.
- h. Loneragan moved to approve District Administrator, Matt Solemsaas or his successor, as authorized signor for SWCD documents including contracts and agreements, with the ability to sign documents prior to the board approving them when necessary. Second by Feuchtenberger. Passed unanimously.
- i. Loneragan moved to set Committee Appointments as follows. Second by Feuchtenberger. Passed unanimously.
 - i. Pomme de Terre River Association - (Loneragan, Solemsaas, Goodnough alternate, Anderson second alternate)
 - ii. Bois de Sioux Watershed District - (Fynboh, Solemsaas, Anderson alternate)
 - iii. Chippewa Watershed Project - (Feuchtenberger, Solemsaas, Anderson alternate)
 - iv. Comprehensive Local Water Plan - (Goodnough, Johnston, Solemsaas)
 - v. Barnes-Aastad Association - (Fynboh, Feuchtenberger)
 - vi. West Central TSA - (Loneragan, Fynboh alternate)
 - vii. District policy committee - (Fynboh as board chair, Anderson)
 - viii. District budget committee - (Feuchtenberger as Treasurer, Fynboh as board chair)
 - ix. District personnel committee - (Fynboh as board chair, Anderson)

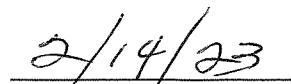
VIII. Supervisor Reports

- A. Please remember to complete Campaign Finance disclosures online by January 30.
- B. Logistics for the upcoming holiday party were discussed.
- C. Fynboh presented info on a large grade stabilization project in the Bois de Sioux watershed in Wilkin County. Matt noted that there is a similar project being planned near Donnelly.

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,


Dennis Feuchtenberger, Secretary


Date