

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Tuesday, February 14, 2023
9:30 a.m. SWCD Office & via Zoom

- I. Chair Fynboh called the regular meeting to order at 9:30 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Goodnough, Lonergan. Staff present: Johnston, Solemsaas, Staebler (via zoom). Others present: Jeanne Ennen, county commissioner; Britta Haseman, NRCS.
- II. Supervisor Goodnough moved to approve the agenda. Second by Supervisor Anderson. Passed unanimously.
- III. Reports
 - A. Britta Haseman, NRCS, gave a program report. She will be transferring to the Morris office in the near future. She will also be working two days a week in the Wheaton office. Technicians Olivia and Cole will continue to work some hours in the Stevens County office. She mentioned applications for programs such as EQIP have been steady, but funding is lower than the recent past. She will be conducting the annual LWG meeting in the beginning of March which will give a more thorough breakdown of progress in each of the programs, as well as seek input on future funding requested.
 - B. Commissioner Ennen reported that Stevens County is currently in the process of appealing Grant County's decision regarding the project to fix the road near Silver/Shauer Lakes. She noted that they made decide to retract the appeal but needed to initiate it before an imposed deadline. She also talked about progress on the day care pods being constructed. They are slated to open sometime in the spring of 2023.
 - C. Additions to written staff reports
 - a. Solemsaas reported on some WCA trainings and meetings he's attended this month, and noted that he is working on scheduling interviews with two Assistant Technician candidates. He will keep the personnel committee informed about those, which he plans to schedule on the same day. We are going to enter into a new CRP planning agreement with MASWCD and will be completing probably 20 plans before September 30 to assist NRCS with the new signup. He gave a handout which summarized legislative issues and highlighted the SWCD Aid bill and how we are working on obtaining more funding through this. Supervisors should let him know if they want to attend the MASWCD Legislative Briefing & Day at the Capitol. He also mentioned that the City of Morris is applying for a GreenCorps intern, and he is working with the sustainability coordinator there to draft the application such that we will be able to use the intern to help us with summer work. A sales rep from the Farm & Home Plat Book printer came and talked to him about advertising in the next plat book edition. Supervisor Goodnough moved to approve placing up to a full page ad in the Farm & Home Plat Book. Second by Supervisor Feuchtenberger. Passed unanimously. The counties involved used all the funding available through the recent arsenic grant and they are looking at applying for another grant coming up.
 - b. Johnston noted that the Spring Expo will be held March 17 & 18 and supervisors signed up for time slots to help at the booth. She met with Linda Retzlaff recently and they are going to start the process of applying for a 501c3 designation.
- IV. Supervisor Anderson moved to approve the minutes from the January 2023 Regular Meeting as corrected. Second by Goodnough. Passed unanimously.
- V. Financial Matters
 - A. Feuchtenberger moved to approve this month's Treasurer's Report. Second by Supervisor Anderson. Passed unanimously.
 - B. Lonergan moved to approve payment of the following bills. Second by Feuchtenberger. Passed unanimously.

1.	Valnes Rentals	February Rent	2537.00
2.	Debbie Anderson	Supervisor Pay	450.37
3.	Greg Fynboh	Supervisor Pay	379.07
4.	Dennis Feuchtenberger	Supervisor Pay	115.43
5.	Troy Goodnough	Supervisor Pay	350.81
6.	Dave Lonergan	Supervisor Pay	386.18
7.	Chokio Review	Annual subscription	30.00
8.	Otter Tail Power	Electric use shed	37.75
9.	KMRS/KKOK	Spring Expo booth rental	225.00

10. Willie's	Meeting expense	11.64
11. Morris Cooperative	LP	148.72
12. MACAI	Ag inspector annual dues	100.00
13. MACDE	Annual memberships	125.00
14. Bremer Card Services		640.10
a.	Promo T-shirt order	353.90
b.	Office maintenance	141.20
c.	Pesticide Applicator Training	145.00

C. The board reviewed draft copies of the 2022 unearned revenue/program log, profit & loss and balance sheet.

VI. There was no Old Business

VII. New Business

- A. Goodnough moved to approve the submission of the Pay Equity Report. Second by Anderson. Passed unanimously. Submission was sent in and approved as compliant. This report is due every 3 years.
- B. Goodnough moved to approve adoption of the Stevens County Comprehensive Local Water Management Plan as the SWCD Comprehensive Plan through 12/31/2024. Second by Anderson. Passed unanimously.
- C. Anderson moved to approve the engagement letter contracting Peterson Company Ltd for the completion of the 2022 financial statement audit at a cost of \$3500.00. Second by Feuchtenberger. Passed unanimously.
- D. Cost Share Payments
 - a. Anderson moved to approve final payment of 75% total cost share of \$9648.75 to contract 75-04-21-WBIF (Felton Shoreline). Second by Goodnough. Passed unanimously.
 - b. Feuchtenberger moved to approve cost share of \$440 total, or 50% each on two wells sealed (Koehtop). Second by Lonergan. Passed unanimously.
- E. The personnel committee (Solemsaas, Fynboh, Anderson) met yesterday to discuss annual staff performance reviews, which were conducted by Solemsaas earlier this month. Goodnough moved to approve awarding all staff members step and wage increases as determined by the county wage scale, retroactive to 1-1-2023. Second by Anderson. Passed unanimously. The county has added a step to the scale this year and will add another in 2024, with current steps 1 & 2 being eliminated in the process. Chair Fynboh thanked the staff for their continued good work on behalf of the district. Goodnough suggested another staff and supervisor retreat with the aim of adjusting our programming if needed based on new funding available.

VIII. Supervisor Reports


- A. Lonergan summarized the presentations and other activity that took place at the Area 2 meeting in Little Falls recently.
- B. Goodnough spoke about his recent trip to Germany and the conservation/environmental work they do there.
- C. MASWCD Legislative Briefing & Day at the Capitol will be March 7-8, 2023.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,



 Dave Lonergan, Secretary



 Date