

Stevens Soil & Water Conservation District
 Regular Meeting Minutes
 Tuesday, January 9, 2024
 9:30 a.m. SWCD Office

- I. Chair Fynboh called the regular meeting to order at 9:35 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Lonergan. Staff present: Solemsaas, Staebler. Others present: Commissioner Jeanne Ennen.
- II. Supervisor Anderson moved to approve the agenda. Second by Supervisor Feuchtenberger. Passed unanimously.
- III. Reports
 - A. Britta Haseman, NRCS, was unable to attend the meeting.
 - B. Jeanne Ennen, County Commissioner, mentioned that the CUP for a methane pipeline was denied by the planning commission. The county commissioners will meet again regarding the issue on January 22.
 - C. Additions to staff reports
 - a. Solemsaas noted that we were awarded a soil health equipment grant from the MDA. The total budget is \$60,000 (50% grant & 50% match). He also noted that he's working with the county to add a new staff person to the county scale. The PDTRA would like to contract with Stevens SWCD for a full time staff person dedicated to the watershed coordination. He is also working with neighboring counties on a grant that would fund a soil health staff person to share duties in multiple counties. He noted that he's working on getting JAA for John and Brady to handle cover crops. Greg and Debbie will meet with Matt prior to the next meeting to conduct staff reviews.
- IV. Feuchtenberger moved to approve the minutes from the December 2023 Regular Meeting. Second by Anderson. Passed unanimously.
- V. Financial Matters
 - A. Supervisor Lonergan moved to approve this month's Treasurer's Report. Second by Feuchtenberger. Passed unanimously.
 - B. Anderson moved to approve the 2024 Budget. Second by Feuchtenberger. Passed unanimously. Feuchtenberger moved to accept the final findings and 2022 audited financial statements as presented by Peterson Company, Ltd. Second by Anderson. Passed unanimously.
 - C. Feuchtenberger moved to approve payment of the following bills. Second by Anderson. Passed unanimously.

1.	Valnes Rentals	January Rent	2537.00
2.	Debbie Anderson	Supervisor Pay	137.04
3.	Dennis Feuchtenberger	Supervisor Pay	115.44
4.	Greg Fynboh	Supervisor Pay	281.12
5.	Dave Lonergan	Supervisor Pay	129.00
6.	Valu Ford	Oil change & tire repair, TSA vehicle	80.15
7.	Town & Country	Supplies	78.83
8.	Grant County Herald	Newsletter printing & mailing	811.82
9.	Morris Lumber	Lumber, shelving	42.40
10.	MASWCD	Annual dues	6297.26
11.	NACD	Annual dues	500.00
12.	Metro Sales	Copier lease	128.86
13.	MCIT	Annual policy premiums	11096.00
14.	Stevens County Highway	Gas	56.52
15.	Willie's		41.93
16.	Elan Financial		3052.44
	a.	Office Maintenance Adobe & QB annual, etc	1144.49
	b.	Supervisor expenses MASWCD convention	1907.95

VI. There was no Old Business.

VII. New Business

- A. The personnel committee will meet the Monday prior to the next regular meeting to conduct staff performance reviews. The policy committee will also meet to review a draft of the Policy and Employment Handbooks prior to approval by the board.
- B. Annual SWCD Reorganization
 - a. Feuchtenberger moved to elect the following officers by rotation. Second by Lonergan. Passed unanimously.
 - i. Chair Troy Goodnough
 - ii. Vice Chair Dennis Feuchtenberger
 - iii. Treasurer Dave Lonergan
 - iv. Secretary Debbie Anderson
 - v. Reporter Greg Fynboh

Feuchtenberger began presiding over the meeting.

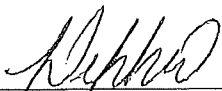
- b. Fynboh moved to keep the regular meeting date, location and time the same: Second Tuesday of each month at 9:30 a.m. at the SWCD office. Second by Lonergan. Passed unanimously.
- c. Anderson moved to authorize regular payment of bi-weekly payroll with 2024 rates to be set in February after staff performance reviews. Second by Lonergan. Passed unanimously.
- d. Fynboh moved to set mileage reimbursement rate to coincide with federal rate, which is currently \$0.67 per mile. Second by Anderson. Passed unanimously.
- e. Lonergan moved to set supervisor compensation per diems at \$125. Second by Fynboh. Passed unanimously.
- f. Lonergan moved to designate Riverwood Bank as the official depository of the Stevens SWCD. Second by Anderson. Passed unanimously.
- g. Lonergan moved to approve check signing authority to the following: checking and money market accounts requires 2 signors and signors include all supervisors, District Administrator Solemsaas, Office Manager Staebler and Education Coordinator Johnston; SWELL account requires 1 signor and signors include Johnston & Staebler. Second by Anderson. Passed unanimously.
- h. Anderson 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 Fynboh. Passed unanimously.
- i. Anderson moved to set the following Committee Appointments. Second by Fynboh. Passed unanimously.
 - i. Pomme de Terre River Association - Lonergan, 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 - Lonergan, Fynboh alternate
 - vii. District policy committee - Goodnough as board chair, Anderson
 - viii. District budget committee – Lonergan as Treasurer, Goodnough as board chair
 - ix. District personnel committee – Fynboh, Anderson

VIII. Supervisor Reports

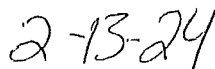
- A. Fynboh noted that the Bois de Sioux now has another round of funding approved. The Chippewa watershed is now in the 60 day public comment period for the WBIF plan.
- B. Reminder to file your campaign finance reports during the month of January.

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

Respectfully submitted,



Debbie Anderson, Secretary



Date

