

Stevens Soil & Water Conservation District
Regular Meeting Minutes
Thursday, January 14, 2025
9:30 a.m. SWCD Office

I. Vice Chair Feuchtenberger called the regular meeting to order at 9:30 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Lonergan. Staff present: Norby (report only), Solemsaas, Staebler. Others present: Jeanne Ennen, County Commissioner; Britta Haseman, NRCS (report only).

II. Supervisor Anderson moved to approve the agenda. Second by Supervisor Lonergan. Passed unanimously.

III. Reports

- A. Britta Haseman, NRCS, reported that they have finished ranked EQIP applications. She presented the Civil Rights Policy for review and approval/signature by the board. We are required to comply with this policy as we use USDA programs.
- B. Jeanne Ennen, County Commissioner, reported that the commissioners approved the 2025 budget. The levy will be increased by 2.5%, going mostly towards wages. She expressed concern that the engineering firm handling the Crissy dam modification has not contacted adjacent landowners that may be affected by the plans. The county is in the process of trying to get one remaining buffer non-compliant landowner in compliance, but will lose riparian aid funding going forward if they are not able to be brought into compliance. She also talked about some work sessions they have been having related to funding for ambulance services.

C. Additions to staff reports

- a. Solemsaas mentioned that the Searle WASCOD project is done and has been submitted to the DNR for final approval. The USDA has certified the project and the EQIP payment has been approved and we can process the WBIF cost share payment at the next meeting. Climate Smart applications are open until February 14. Staff reviews will be held prior to the next meeting. There was a soil health meeting last week. More people are beginning to show interest in the program.
- b. Staebler handed out audited copies of the financial statements for 2023. She is working on 2024 year end reports and will have them for the February meeting.

IV. Supervisor Fynboh moved to approve the minutes from the December meeting. Second by Anderson. Passed unanimously.

V. Financial Matters

- A. Anderson moved to approve this month's Treasurer's Report. Second by Lonergan. Passed unanimously.
- B. Lonergan moved to approve payment of the following bills. Second by Fynboh. Passed unanimously.

1. Valnes Rentals	January Rent	2537.00
2. Debbie Anderson	Supervisor Pay	137.94
3. Dennis Feuchtenberger	Supervisor Pay	272.87
4. Greg Fynboh	Supervisor Pay	276.37
5. Dave Lonergan	Supervisor Pay	376.01
6. Matt Solemsaas	Office supplies	135.49
7. Cass SWCD	AIS tools	382.33
8. Town & Country	Supplies	3.29
9. Morris Cooperative	LP	89.65
10. MACAI	Annual dues	125.00
11. Stevens County Times	Annual subscription	58.00
12. Chokio Review	Open House Ad	60.00
13. Peterson Company Ltd	2023 audited financial statements	4500.00
14. MASWCD	Annual dues	6581.60
15. Mobiz Computers	Laptop setups (3)	450.00

16. MCIT	Annual renewal	15567.00
17. NACD	Annual dues	500.00
18. Old No 1	Soil health meeting lunch	692.27
19. Ottertail Power	Electric Service	42.74
20. Stevens County Highway	Fuel	98.69
21. Elan Financial		3781.96
a. Convention	1714.44	
b. Office Maintenance	2004.00	
c. Office Supplies	52.82	
d. TSA	10.72	

VI. There was no Old Business.

VII. New Business

A. Annual SWCD Reorganization

a. Fynboh moved the Election of Officers by rotation. Second by Anderson. Passed unanimously.

- i. Chair Dennis Feuchtenberger
- ii. Vice Chair Dave Lonergan
- iii. Treasurer Debbie Anderson
- iv. Secretary Greg Fynboh
- v. Reporter Troy Goodnough

b. Anderson moved to set regular meeting date, location and time the same as past years: 2nd Tuesday of each month at 9:30 a.m. in the SWCD Office. Second by Lonergan. Passed unanimously.

Fynboh moved to approve the following re-organizational items. Second by Anderson. Passed unanimously.

- c. Authorize regular payment of bi-weekly payroll with 2025 rates to be set in February after staff performance reviews
- d. Set mileage reimbursement rate to coincide with federal rate; 2025 rate is \$0.70 per mile
- e. Set supervisor compensation per diems at maximum \$125
- f. Designate official depository of the Stevens SWCD as National Bank of Commerce, formerly RiverWood Bank.
- g. Approve check signing authority on checking and money market accounts for all supervisors, District Administrator Solemsaas, Office Manager Staebler and Education Coordinator Johnston
- h. 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
- i. Set Committee Appointments as follows:
 - 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 - (Feuchtenberger as board chair, Anderson)
 - viii. District budget committee - (Anderson as Treasurer, Feuchtenberger as board chair)
 - ix. District personnel committee - (Fynboh, Anderson)

B. Cost Share

a. Anderson moved to approve payments to the following Soil Health Delivery Grant cost share for cover crop incentive payments. Second by Lonergan. Motion passed, Fynboh abstaining.

- i. 1-25-SHD \$2320.00
- ii. 2-25-SHD \$9600.00
- iii. 3-25-SHD \$9600.00
- iv. 4-25-SHD \$9600.00
- v. 5-25-SHD \$9600.00
- vi. 6-25-SHD \$9600.00
- vii. 7-25-SHD \$8700.00

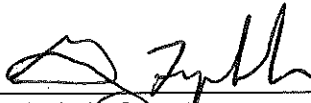
C. Anderson moved to approve the payment of \$675.00 for a full page ad in the 2025 plat book. Second by Fynboh.
Passed unanimously.

VIII. Supervisor Reports

- A. Reminder that Campaign Finance Disclosure reports are due by January 30, 2025.
- B. Fynboh attended the recent Bois de Sioux watershed meeting. They are looking to hire an engineer. They have spent about half of the second round of WBIF funding to date.
- C. Fuechtenberger attended the recent Chippewa watershed meeting. They are still working on getting their first round of funding.
- D. Lonergan attended the recent Pomme de Terre River Association JPB meeting and updated the board on the Crissy dam project which is in the planning stages.

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

Respectfully submitted,



Greg Fynboh, Secretary

2/19/25
Date