

Stevens Soil & Water Conservation District  
**Regular Meeting Minutes**  
Tuesday, January 13, 2026  
9:30 a.m. SWCD Office

- I. Chair Feuchtenberger called the regular meeting to order at 9:30 a.m. Board members present: Anderson, Feuchtenberger, Fynboh, Lonergan. Staff present: Solemsaas, Staebler. Others present: Jeanne Ennen, county commissioner; Britta Haseman, NRCS.
- II. The agenda was approved on a motion by Supervisor Anderson and second by Supervisor Fynboh. Passed unanimously.
- III. Reports
  - A. Britta Haseman reported that the deadline for EQIP and CSP applications is January 15. They are working on payments now. The new state goal for future funding is to have the same amount of contracts per county, not necessarily the same dollar amount. She has been told they are about 435 days out on processing wetland determinations. There is new RCCP funding for irrigation and she is hoping to be able to find some projects that were rejected from EQIP which could use this funding. John Matz is now the acting area conservationist in the Northwest region, for at least the next 120 days. There will likely be no new hires any time soon.
  - B. Commissioner Ennen attended a work session earlier this morning where the county decided not to take the option to determine rifle usage on a county basis. They will follow the new state rule. The final levy, which was less than 5%, passed in December.
  - C. Additions to staff reports
    1. Solemsaas reported that he is still working on the titling violation they have been processing for some time. The 4<sup>th</sup> round of funding requests for Alliance funding is now open. The two dams on the Perkins and Pomme de Terre Lakes are complete except for some seeding which will happen in the spring. The EAW has been sent out for the Crissy project and they will hopefully request bids this summer. The road signs that were installed recently will need to be moved. We paid the county to install them, and location and other permissions were obtained from the local MNDot representative. However, we have now been told by someone else at MNDot that they can't be located where they are. He is still working out the details of who will handle the replacement. He is also working on getting bids for a new pickup to replace the 2003 Chevy.
- IV. Fynboh moved to approve the minutes from the December 9 regular meeting. Second by Supervisor Lonergan. Passed unanimously.
- V. Financial Matters
  - A. Fynboh moved to approve this month's Treasurer's Report. Second by Anderson. Passed unanimously.
  - B. Anderson moved to approve payment of the following bills. Second by Fynboh. Passed unanimously.

1. Valnes Rentals	December Rent	2537.00
2. Valnes Rentals	January Rent	2537.00
3. Supervisor Pay		
4. Chris Staebler	Office supplies	53.44
5. Morris Cooperative	LP	102.28
6. Willie's	Meeting expenses	16.98
7. Stevens County Times	Annual subscription	62.00
8. Stevens County Highway	Installation of road signs	3342.27
9. MASWCD	Annual dues	6777.68
10. NACD	Annual dues	500.00
11. MCIT	Annual policy renewals	16911.00
12. Peterson Company LTD	Consulting fee (fix form issue)	175.00

13. Otter Tail Power	Electric service	41.29
14. Metro Sales	Copier Lease	137.11
15. Elan Financial		3150.96
a. Office Maintenance	Quickbooks, wi-fi, web hosting, Adobe	1514.11
b. MASWCD Convention expenses		1462.13
c. MDA payments	applicator license renewals	155.26
d. Employee expense	Staebler BWSR trng meal	19.46

VI. There was no Old Business.

VII. New Business

A. The board discussed the following items. As there was no discussion, the Annual SWCD Reorganization was unanimously approved on a motion by Anderson and second by Fynboh.

- a. Election of Officers by rotation
  - i. Chair Dave Lonergan
  - ii. Vice Chair Debbie Anderson
  - iii. Treasurer Greg Fynboh
  - iv. Secretary Troy Goodnough
  - v. Reporter Dennis Feuchtenberger
- b. Set regular meeting date, location and time
- c. Authorize regular payment of bi-weekly payroll with 2026 rates to be set in February after staff performance reviews
- d. Set mileage reimbursement rate to coincide with federal rate; 2026 rate is \$0.725 per mile
- e. Set supervisor compensation per diems (Raised to maximum \$125 in 2021)
- f. Designate official depository of the Stevens SWCD (2025 was National Bank of Commerce)
- g. Approve check signing authority (2025 checking and money market accounts: all supervisors, District Administrator Solemsaas, Office Manager Staebler and Education Coordinator Johnston through her retirement)
- 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. Fynboh moved to set the following Committee Appointments for 2026. Second by Anderson. 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 - (Loenrgan as board chair, Anderson)
  - viii. District budget committee - (Fynboh as Treasurer, Lonergan as board chair)
  - ix. District personnel committee - (Fynboh, Anderson)

B. Cost Share

- a. Fynboh moved the payment of the following cost share contracts. Second by Lonergan. Passed unanimously.
  - i. \$8274.60 to contract 12-25-SHD M Arnold
  - ii. \$1680 to contract 11-25-SHD B Gramm

C. Anderson moved to approve the engagement letter contracting Peterson Company Ltd for the completion of the 2025 financial statement audit (\$5300). Second by Fynboh. Passed unanimously. The board discussed the

process of sending out an RFP and noted that because 90% of SWCD use Peterson Company and there are limited, if any, options for other accounting firms who are taking new clients, we would not send out an RFP.

- D. Fynboh moved to accept NRCS JAA granted to Austin Norby for crop rotation and cover crops. Second by Anderson. Passed unanimously.

VIII. Supervisor Reports

- Holiday party will be held January 27. Please RSVP to Chris by January 15.
- Supervisor election options related to whether or not supervisors are elected at large were reviewed and the board did not find a need to change from the current procedures (must live in district elected to, but elected at large).

The meeting was adjourned at 10:55 a.m.

Respectfully submitted,



Greg Fynboh, Secretary

Troy Goodnough

2/10/2026

Date