



916 East St. Paul Street - Litchfield, MN 55355

320.693.7287

Minutes of Regular Board Meeting
Tuesday, February 5, 2019, 8 a.m.
USDA Service Center
522 Johnson Drive
Litchfield, MN 55355

Present: Bob Schiefelbein, Fred Behnke, Greg Jans, Dan Barka and John Haffley. Staff Present: Joe Norman, Matt Anderson, Ann Steinhaus and Deb Holtz, SWCD; Jacob Stich, NRCS; and Josh Pommier, Pheasants Forever.

The meeting was called to order by Chairman Schiefelbein at 8:10 a.m.

Oath of Office: Chairman Schiefelbein administered the Oath of Office to Dan Barka.

Election of Vice Chair: Motion by Jans and seconded by Haffley to elect Dan Barka Vice Chair of Meeker SWCD. Affirmative: All. Opposed: None.

Agenda: Motion by Behnke and seconded by Barka to approve the agenda with the addition of an item to approve the change of official office location and one item of correspondence and remove item 11.c, request to attend Managers' Meeting. Affirmative: All. Opposed: None.

Minutes: Motion by Behnke and seconded by Haffley to approve the minutes from the January 8, 2019, meeting as presented. Affirmative: All. Opposed: None.

Treasurer Report: Motion by Jans and seconded by Haffley to approve the Treasurer's Report as presented, subject to audit, including bills paid and bills payable in the amount of \$26,217.06. Affirmative: All. Opposed: None.

Deb Holtz reported that an additional \$20,000 is slated to be allocated to Meeker SWCD under the Buffer Implementation Grant. Motion by Jans and seconded by Behnke to approve said amendment and authorize any Supervisor to sign the proper paperwork on behalf of the District. Affirmative: All. Opposed: None.

Deb Holtz summarized current bank accounts and CDs and who is authorized to sign on each. Motion by Jans and seconded by Barka to remove Cory Salzl from the Money Market account at Center National Bank, remove Doug Carlson from both accounts at Wells Fargo, add John Haffley to both accounts at Wells Fargo, and approve all documents presented by Holtz, thereby making them a part of the minutes of this meeting. Affirmative: All. Opposed: None. Documents were signed.

Blanket approval of reimbursable expenses was discussed. No action was taken.

Correspondence: Deb Holtz presented the most recent Legislative Report from MASWCD and information regarding the upcoming Legislative Briefing & Day at the Capitol. Motion by Barka and seconded by Behnke to approve attendance of any Supervisor who is available to attend the Legislative Briefing & Day at the Capitol, including all fees and expenses. Affirmative: All. Opposed: None.

Holtz presented a notice that the Minnesota Department of Management and Budget approved the Pay Equity report she had submitted.

Field Office Report: Jacob Stich, Joe Norman, Matt Anderson and Ann Steinhaus reported on their recent activities. The date of the Local Work Group meeting was set for March 5 at 9:30 a.m.

Farm Bill Report: Josh Pommier reported on his activities.

Training/Meeting Reports: Joe Norman reported on the Stearns County Shore Land Workshop he had attended. Norman and Haffley reported on 1W1P technical and policy committee meetings (respective) they had attended. Norman reported on a WCTSA Lead Contacts meeting he had attended. Josh Pommier and Matt Anderson reported on a filter strip training they had attended.

Training/Meeting Requests: Motion by Jans and seconded by Barka to authorize the attendance of Ann Steinhaus at the annual MACFO Conference, approving the \$175 registration fee and all expenses. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Barka to authorize the attendance of Ann Steinhaus at the upcoming CAI Regional Meeting, approving all expenses. Affirmative: All. Opposed: None.

Change of Official Office Location: Motion by Jans and seconded by Barka to approve the following resolution:

WHEREAS, the USDA offices of the Farm Service Agency and Natural Resource Conservation Service will be moving from 916 East St. Paul Street, Litchfield, MN 55355 to 522 Johnson Drive, Litchfield, MN 55355, and

WHEREAS, the Board of Supervisors and staff of the Meeker Soil & Water Conservation District (SWCD) deem it in the best interest of Meeker County landowners and the SWCD to remain co-located,

NOW THEREFORE, BE IT RESOLVED, that the official location of the offices of the Meeker SWCD be established at 522 Johnson Drive, Litchfield, MN 55355.

Affirmative: All. Opposed: None.

Suddath Change Order: Motion by Barka and seconded by Haffley to approve the change order submitted by Suddath for additional rental of totes. Affirmative: All. Opposed: None.

Open House/Permission to Purchase: Pending a successful move, Meeker SWCD will host an open house at the new location on Tuesday, February 26, 2019, noon to 3 p.m. Motion by Barka and seconded by Haffley to approve expenditures for office readiness, refreshments and advertisement. Affirmative: All. Opposed: None.

Poster Contest: Meeker SWCD will again sponsor a poster contest this spring.

Envirothon Contribution: Motion by Behnke and seconded by Jans to contribute \$150 to the 2019 Envirothon. Affirmative: All. Opposed: None.

Ag Solver: Josh Pommier discussed changes to the Ag Solver program.

WCTSA Nutrient Management Position: Joe Norman discussed a new nutrient management position with WCTSA.

Walk in Access: Motion by Jans and seconded by Haffley to approve the Joint Powers Agreement with the Minnesota Department of Natural Resources and authorize any Supervisor to sign on behalf of the Board. Affirmative: All. Opposed: None.

Steinhaus Review: Dan Barka and Bob Schiefelbein agreed to conduct Ann Steinhaus' 3-month review following the meeting.

Next Meeting: Tuesday, March 5, 2019, at 8 a.m.

Adjournment: Upon motion made by Jans, Chairman Schiefelbein adjourned the meeting at 9:53 a.m.

Secretary

Date