



522 South Johnson Drive • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Tuesday, June 4, 2019, 8 a.m.  
USDA Service Center  
522 South Johnson Drive  
Litchfield, MN 55355

Present: Bob Schiefelbein, Fred Behnke, Greg Jans, 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 8:07 a.m.

**Agenda:** Motion by Jans and seconded by Behnke to approve the agenda with the addition of one cost share item (Anderson), the removal of Drill Rental Out of County and the addition of Building Landscaping. Affirmative: All. Opposed: None.

**Minutes:** Motion by Jans and seconded by Behnke to approve the minutes from the May 7, 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 \$38,852.52. Affirmative: All. Opposed: None.

**Correspondence:** There was no correspondence.

**Field Office Report:** Joe Norman, Matt Anderson, and Ann Steinhaus reported on their recent activities. Jacob Stich provided an NRCS report.

**Farm Bill Report:** Josh Pommier reported on his activities.

**Training/Meeting Reports:** There were no additional reports.

**Training/Meeting Requests:** Motion by Jans and seconded by Haffley to authorize the attendance of two staff and Fred Behnke at the Area 2 meeting, approving the registration fee and all expenses. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to authorize the attendance of Matt Anderson at CREP Outreach and Title Insurance 101, approving all expenses. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Behnke to authorize the attendance of Deb Holtz at MCIT's Essentials of Data Practices training, approving the registration fee and all expenses. Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Jans to authorize the attendance of Matt Anderson at GPS training, approving all expenses. Affirmative: All. Opposed: None.

**Building Landscaping:** Motion by Jans and seconded by Behnke to purchase seed for building landscaping if necessary, getting reimbursement from the building owner. Affirmative: All. Opposed: None.

**Cost Share:** Motion by Jans and seconded by Behnke to encumber \$1,167.50 (23%) for Chris Crayford's wetland restoration project (LC18-06) out of 2018 (\$568.05) and 2019 (\$599.45) Local Capacity funds. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to confirm the encumbrance of the following contracts from the Meeker County Buffer Cost Share funds:

- \$345 for 2.3 acres of buffer cost share for Alan Boelter (MBCS18-03)
- \$345 for 2.3 acres of buffer cost share for Jason Mages (MBCS18-06)
- \$165 for 1.1 acres of buffer cost share for Jim Huisman (MBCS18-07)
- \$105 for 0.7 acres of buffer cost share for Kenneth Cordes (MBCS18-08)

Affirmative: All. Opposed: None.

Motion by Jans and seconded by Behnke to confirm encumbrance of \$600 for 2.5 acres of buffer from the 2018 State Buffer Cost Share funds for Sam Buboltz (BCS18-11). Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to encumber \$3,991.50 (50%) of a lakeshore stabilization project for Bruce Petterson from 2018 Local Capacity funding (LC18-05). Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to amend Pat Munson's cost share contract (FY17-02) because of wet conditions to extend the completion date to December 31, 2019. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to pay \$836.25 on cost share contract LC18-02 to Jan Anderson for her critical area planting. Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Haffley to give Matt Anderson permission to purchase posts for buffer cost share signage at an estimated cost of \$1,405. Affirmative: All. Opposed: None.

**Outstanding Conservationist:** Deb Holtz distributed a listing of potential candidates for Outstanding Conservationist. Supervisors and staff were asked to nominate any other landowner they might like to have considered. This will be further discussed at the July meeting with a decision needing to be made by August.

**Next Meeting:** Motion by Jans and seconded by Haffley to change the date of the next meeting of the SWCD Supervisors to Tuesday, July 9, at 8 a.m. Affirmative: All. Opposed: None.

**Adjournment:** Upon motion made by Behnke and seconded by Jans, Chairman Schiefelbein adjourned the meeting at 9:12 a.m.

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Secretary

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Date