



916 East St. Paul Street • Litchfield, MN 55355

320.693.7287

Minutes of Regular Board Meeting
Thursday, March 8, 2018, 8 a.m.
USDA Service Center
916 East St. Paul Street
Litchfield, MN 55355

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

The meeting was called to order by Chairman Schiefelbein at 8:08 a.m.

Introduction of Guest: John Haffley, potential Supervisor candidate, introduced himself to the group.

Agenda: Motion by Behnke and seconded by Jans to approve the agenda with the addition of the following items: Grant Modifications and FEMA Emergence Management Training. Affirmative: All. Opposed: None.

Minutes: Motion by Jans and seconded by Behnke to approve the minutes from the February 6, 2018, meeting. Affirmative: All. Opposed: None.

Treasurer Report: Motion by Barka and seconded by Jans to approve the Treasurer's Report as presented, subject to audit, including bills paid and bills payable in the amount of \$16,244.83. Affirmative: All. Opposed: None.

Deb Holtz distributed 2017 Accomplishments to add to the Financial Package distributed last month. Motion by Jans and seconded by Barka to approve the Financial Package. Affirmative: All. Opposed: None.

Holtz presented an amendment to the 2018 Local Capacity Grant Agreement to reflect the match to County funds granted from the State. Motion by Barka and seconded by Jans to approve. Affirmative: All. Opposed: None.

Cory Salzl presented an adjustment to the Noxious Weed Grant he had applied for. Motion by Barka and seconded by Behnke to approve the adjustment and instruct Salzl to sign the acceptance. Affirmative: All. Opposed: None.

Correspondence: Holtz presented communication regarding Governor Dayton's "25 by 25" initiative. She also discussed the Self Assessment Tool that has been received from MASWCD. Supervisors will review the Self Assessment Tool together at the April meeting. No items required action.

Field Office Report: Jacob Stich, Joe Norman, Cory Salzl and Matt Anderson reported on their recent activities.

Farm Bill Report: Josh Pommier presented his report.

Training/Meeting Reports: Deb Holtz reported that she chose to not attend the District Manager Meeting in St. Cloud February 28 – March 1. Matt Anderson reported on the Stearns County Shoreland Training. Joe Norman reported on the 1W1P meeting he attended.

Training/Meeting Requests: Motion by Barka and seconded by Jans to approve attendance of Fred Behnke and Matt Anderson at the March 15 Area Meeting and all expenses incurred. Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Jans to approve the attendance of Cory Salzl at the FEMA Emergence Management Training in Alexandria and all expenses incurred. Affirmative: All. Opposed: None.

Civil Rights Checklist: Jacob Stich reviewed the Civil Rights Checklist with the group. Acknowledgement was signed by all Supervisors and NRCS employees.

Local Work Group Meeting: The date and time of the Local Work Group Meeting for the 2019 program year was set for 9:30 a.m., Tuesday, April 3, at the USDA Building in Litchfield.

Personnel Policy Manual Approval: Motion by Jans and seconded by Behnke to approve the Personnel Policy Manual as reviewed at recent meetings and distributed in final form prior to the meeting. Affirmative: All. Opposed: None.

Tree Ad: Motion by Jans and seconded by Barka to approve placing an ad for the sale of trees in the *Independent Review* and *Meeker County Advertiser* to run two week at a total cost of \$418.77. Affirmative: All. Opposed: None.

Cost Share: Motion by Jans and seconded by Behnke to confirm encumbrance from the Buffer Cost Share Grant in the amounts of \$984 for Randy Worden (BCS18-08) and \$720 for Sylvia Elfering (BCS18-10). Affirmative: All. Opposed: None.

Supervisor Vacancy: Interest in the open Supervisor position was discussed with John Haffley. Motion by Jans and seconded by Behnke to appoint John Haffley to the position of Meeker SWCD Supervisor from District 3 to fulfill the term that expires December 31, 2018. Affirmative: All. Opposed: None. Chairman Schiefelbein signed the Certificate of Appointment. The Oath of Office was administered to Haffley and signed by Haffley and Chairman Schiefelbein.

Motion by Jans and seconded by Barka to approve attendance of Haffley at the Area 2 Meeting on March 15. Affirmative: All. Opposed: None.

Next Meeting: Tuesday, April 3, 2018.

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

Secretary

Date