



916 East St. Paul Street • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Tuesday, July 3, 2018, 8 a.m.  
USDA Service Center  
916 East St. Paul Street  
Litchfield, MN 55355

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

The meeting was called to order by Chairman Schiefelbein at 8:09 a.m.

**Agenda:** Motion by Jans and seconded by Haffley to approve the agenda with the addition of the following items: one item of correspondence, Jans cost share and county allocation meeting; and the removal of the Behnke cost share item. Affirmative: All. Opposed: None.

**Minutes:** Motion by Jans and seconded by Behnke to approve the minutes from the June 5, 2018, meetings. Affirmative: All. Opposed: None.

**Treasurer Report:** Holtz distributed a preliminary profit and loss statement on the 2018 tree program and notified the Board that a grant reconciliation on the 2017 Local Capacity Grant will be conducted on Thursday, July 5. 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 \$39,640.20. Affirmative: All. Opposed: None.

**Correspondence:** Holtz presented information on the upcoming MASWCD election and two articles from the most recent issue of *Snapshots*. No action was necessary.

**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 on the Summer Admin Training she attended. Behnke, Haffley, Anderson and Holtz reported on the Area Meeting. Joe Norman reported on cover crop training he attended. Matt Anderson reported on an Agricultural Drainage & Future of Water Quality Workshop he attended. Cory Salzl reported on regional CFO training he attended.

**Feedlot/Ag-Weed Position:** The Board reviewed the assistant feedlot officer job description. Information about the Ag/Weed portion of the position needs to be added. The Board directed staff to advertise for the position with an August 1 deadline and a wage range of \$35,000 to \$45,000 per year.

**County Allocation Meeting:** Schiefelbein and Barka will attend the county allocation meeting. They asked Holtz to get it set up for the first appointment available on Thursday, July 19.

**Building Update:** None.

**2019 Pollinator Planting:** Motion by Behnke and seconded by Haffley to contribute \$500 to the 2019 pollinator planting event as presented by Pommier. Affirmative: All. Opposed: None.

**Water Plan Amendment:** Motion by Jans and seconded by Barka to support Meeker County's request to waive the required Water Plan Amendment. Affirmative: All. Opposed: None.

**DNR Well Observation Agreement:** Motion by Barka and seconded by Haffley to approve the DNR Well Observation Agreement as presented by Salzl with a dollar amount of \$1,260. Affirmative: All. Opposed: None.

**Cost Share:** Motion by Barka and seconded by Haffley to confirm encumbrment of a buffer cost share project (MBCS18-01) for Greg Jans in the amount of \$930. Meeker County Buffer Cost Share funds will be used. Affirmative: Barka, Haffley, Behnke. Opposed: None. Abstaining: Jans.

**Self-Assessment Tool:** The Board worked its way through the first four pages of the MASWCD Self-Assessment Tool.

**Next Meeting:** Tuesday, August 7, 2018. A new photograph of the Board will be taken following that meeting.

**Adjournment:** Upon motion made by Behnke and seconded by Haffley, Chairman Schiefelbein adjourned the meeting at 10:15 a.m.

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Secretary

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Date