



522 South Johnson Drive • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Tuesday, January 3, 2023, 8:00 a.m.  
Meeker SWCD Offices  
522 South Johnson Drive  
Litchfield, MN 55355

Present: Fred Behnke, John Haffley, Jon Hoff, Greg Jans, and Bob Schiefelbein. Staff Present: Joe Norman, Matt Anderson, Ann Steinhaus and Lacey Clark, SWCD; Josh Pommier, Pheasants Forever; Jacob Stich, NRCS.

The meeting was called to order by Bob Schiefelbein at 8:03 a.m.

**Election of Officers:** Motion by Jans and seconded by Haffley to elect Bob Schiefelbein to the office of Chair, John Haffley to the office of Vice Chair, Greg Jans to the office of Secretary and Fred Behnke to the office of Treasurer of Meeker SWCD. Affirmative: All. Opposed: None

**Agenda:** Motion by Haffley and seconded by Behnke to approve the agenda. Affirmative: All. Opposed: None.

**Minutes:** Motion by Haffley and seconded by Jans to approve the minutes from the January 3, 2023, meeting. Affirmative: All. Opposed: None.

**Treasurer Report:** Motion by Haffley and seconded by Behnke to approve the Treasurer's Report as presented, subject to audit, including bills payable in the amount of \$36,519.38 and bills paid. Affirmative: All. Opposed: None.

**Correspondence:** None.

**Field Office Report:** Norman, Anderson, and Steinhaus reported on recent activities and programs. Anderson gave the board notice of his resignation, which will be at the end of January.

**Farm Bill Report:** Pommier and Stich reported on their activities.

**Meeting/Training Reports:** Norman, and Clark reported on the MASWCD convention they attended.

**Training/Meeting Requests:** None.

**Meeting Place, Day and Time Designation:** Motion by Jans and seconded by Haffley to hold District Board meetings the first Tuesday of each month at 8 a.m. at the USDA Service Center in Litchfield, Minnesota. Affirmative: All. Opposed: None.

**Committee Assignments:** Motion by Jans and seconded by Haffley that Schiefelbein and Behnke be appointed to serve on the Meeker SWCD Personnel Committee, Haffley be appointed to be Meeker SWCD's representative on the WCTSA Committee with Scheifelbein being alternate and Haffley be appointed to be Meeker SWCD'S representative on the North Fork W1P and the Mississippi/St. Cloud 1W1P Policy Committee with Scheifelbein being alternate, Haffley be appointed to be Meeker SWCD's representative on the South Fork 1W1P Policy Committee with Hoff being alternate. Affirmative: All. Opposed: None.

**Bank and Newspaper Designation:** Motion by Haffley and seconded by Hoff to maintain a checking account at Home State Bank in Litchfield, Minnesota, and Certificates of Deposit and a money market savings account at Center National Bank in Litchfield and that the official newspaper of Meeker SWCD continue to be the *Independent Review* in Litchfield, Minnesota. Affirmative: All. Opposed: None.

**Mileage Rate:** Motion by Jans and seconded by Haffley to pay the highest mileage rate allowed by the IRS during 2023. Affirmative: All. Opposed: None.

**PERA Rate:** Clark reported that there have been no changes to the PERA rates for 2023.

**Supervisor Compensation Rate:** Motion by Haffley and seconded by Behnke that the Supervisor compensation rate for 2023 be set at \$125 per diem. Affirmative: All. Opposed: None.

**Blanket Payment for Rent, Internet and Reimbursable Copy Expense:** Motion by Jans and seconded by Haffley to allow blanket payments for 2023 on rent for the office, internet service, data plan, employee life insurance, and sales tax. Affirmative: All. Opposed: None.

**Review of Existing Policies:** Motion by Jans and seconded by Haffley to increase the annual clothing allowance for employees to \$75 a year. Affirmative: All. Opposed: None. Motion by Jans and seconded by Haffley to increase the amount allowed for well sealing up to \$500. Affirmative: All. Opposed: None. Motion by Jans and seconded by Haffley to amend the cost share rate on streambank and shore land protection to read "50% of project cost, not to exceed \$5,000. Affirmative: All. Opposed: None.

**Grant Training:** Jason Weinerman from BWSR came to conduct grant training with staff and the board.

**Cost Share:** None.

**Next Meeting:** The next board meeting will be held on Tuesday, February 7, 2023, at 8 a.m.

**Adjournment:** After a motion by Jans, Chairman Schiefelbein adjourned the meeting at 9:43 a.m.

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Secretary

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Date