



522 South Johnson Drive • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Tuesday, February 1, 2022, 8:00 a.m.  
Meeker SWCD Offices  
522 South Johnson Drive  
Litchfield, MN 55355

Present: Dan Barka, Greg Jans, Bob Schiefelbein, Fred Behnke, and John Haffley. 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 8:14 a.m.

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

**Minutes:** Motion by Barka and seconded by Haffley to approve the minutes as amended from the January 4, 2022, meeting. Affirmative: All. Opposed: None.

**Treasurer Report:** Motion by Jans and seconded by Behnke to approve the Treasurer's Report as presented, subject to audit, including bills payable in the amount of \$42,009.25 and bills paid. Affirmative: All. Opposed: None.

Motion by Barka and seconded by Haffley to approve the 2022 Billable Rates as presented by Clark. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Behnke to approve the FY2022 SWCD Local Capacity Services & FY2022 Buffer Law Grant. Affirmative: All. Opposed: None.

Motion by Barka and seconded by Haffley to authorize Clark to purchase a Square Terminal for taking credit card payments and to charge a 3% fee on payments made by credit card. Affirmative: All. Opposed: None.

**Correspondence:** Motion by Barka and seconded by Haffley to accept the audit bid of Peterson & Company for audit of the 2021 financial books of the District. Affirmative: All. Opposed: None.

Clark reported on correspondence received from the MASWCD in regards to election options for SWCD board supervisors, and after discussion, the board made no changes to its local election processes.

**Field Office Report:** Norman, Anderson, and Steinhaus reported on recent activities and programs. Motion by Jans and seconded by Barka to authorize Norman to send a public comment on behalf of the board in regards to the Wetland Conservation Act rulemaking. Affirmative: All. Opposed: None.

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

**Meeting/Training Reports:** None.

**Training/Meeting Requests:** Motion by Jans and seconded by Barka to approve Steinhaus attending the 2022 MACFO Conference. Affirmative: All. Opposed: None. Motion by Barka and seconded by Jans to approve Anderson completing the online training to become an ESMC Enrollment Specialist. Affirmative: All. Opposed: None.

**School Poster Contest:** The Board directed Clark to pursue the interest of area schools in participating in the annual poster contest this year. Motion by Barka and seconded by Haffley to offer the same prizes to poster winners as in prior years. Affirmative: All. Opposed: None.

**MAWQCP Tech Assistance Agreement:** Motion by Behnke and seconded by Haffley to approve the MAWQCP Tech Assistance Agreement with the Stearns County Soil & Water Conservation District. Affirmative: All. Opposed: None.

**Cost Share:** Motion by Jans and seconded by Haffley to approve payment in the amount of \$11,699.04 on a water and sediment control basin contract for Tim Rice from FY21 Local Capacity, project number LC21-02. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Behnke to approve payment in the amount of \$3,690.63 on a water and sediment control basin contract for Jeff Anderson from FY20 State Cost Share and FY20 Local Capacity, project number FY20-03. Affirmative: All. Opposed: None.

**Next Meeting:** The next board meeting will be held on Tuesday, March 1, 2022, at 8 a.m.

**Adjournment:** After a motion by Jans and seconded by Haffley, Chairman Schiefelbein adjourned the meeting at 9:27 a.m.

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Secretary

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Date