



522 South Johnson Drive • Litchfield, MN 55355

320.693.7287

Minutes of Regular Board Meeting
Tuesday, May 4, 2021, 8:00 a.m.
Meeker SWCD Offices
522 South Johnson Drive
Litchfield, MN 55355

Present: Fred Behnke, Bob Schiefelbein, Greg Jans, John Haffley, and Dan Barka. Staff present: Joe Norman, Matt Anderson, Ann Steinhaus, Lacey Clark and Deb Holtz, SWCD.

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

Agenda: Motion by Jans and seconded by Behnke to approve the agenda with the addition of adding Clark to the checking accounts and approving her for a credit card, the area 2 meeting for June, and reaffirming the South Fork One Watershed One Plan resolution and deleting Item 17a, Buffer Cost Share. Affirmative: All. Opposed: None.

Minutes: Motion by Behnke and seconded by Jans to approve the minutes from the April 6, 2021, meeting. 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 payable in the amount of \$65,482.62 and bills paid. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to approve the updated billable rates. Affirmative: All. Opposed: None. Holtz distributed 2020 financial graphs which portray an updated financial overview of the district.

Motion by Jans and seconded by Barka to approve the 2022 County Allocation and Budget. Affirmative: All. Opposed: None.

Mike Hemmann joined the meeting to introduce himself to the board as the new CET for NRCS for Meeker County. His service areas include Meeker, McLeod, Sibley, and Nicolett Counties. Hemmann left the meeting at this time.

Motion by Jans and seconded by Behnke to authorize Clark to receive a credit card and add her to the bank accounts. Affirmative: All. Opposed: None.

Correspondence: Clark commented on an email received from MASWCD informing the board that area approved resolutions are due on July 21.

Field Office Report: Norman, Anderson, Steinhaus reported on their recent activities. Motion by Barka and seconded by Jans to reaffirm their support of the Resolution previously approved to support the planning and application process of the South Fork One Watershed One Plan. Affirmative: All. Opposed: None

Holtz informed the Board that visitors can now be allowed into the building, by appointment and for essential services only. CDC regulations will still be followed.

Jacob Stich joined the meeting at this time to report on NRCS activities and present the annual Civil Rights Memo of Understanding.

Civil Rights Memo of Understanding: Motion by Jans and seconded by Haffley to approve the Civil Rights Memo of Understanding. Affirmative: All. Opposed: None. All Supervisors signed the Memo. Stich left the meeting at this time.

Farm Bill Report: Josh Pommier joined the meeting and reported on his activities, leaving the meeting after his report. There will be a 5th grade pollinator planting on May 19, 2021.

Training/Meeting Reports: Most meeting reports were included in the field office reports. Anderson, Norman, and Clark attended a cost share training, and Steinhaus attended a training on Emerald Ash Borer.

Training/Meeting Requests: Holtz informed the board that Kandiyohi County is seeking preferences for the upcoming area meeting, in person or online. Staff and the Board stated they would prefer in person. She also reminded staff to give details of trainings to Clark for the training log she maintains.

COVID-19 Preparedness Plan Modifications: No changes.

Internal Financial Controls Policy: Motion by Jans and seconded by Haffley to approve the Internal Financial Control Policy effective June 1, 2021. Affirmative: All. Opposed: None.

Cover Crop Field Day: Norman gave an update on the plans for a cover crop field day this summer. The Board supported this event.

Election: Clark informed the board that there were no supervisors up for re-election this year.

Tree Donation Request: Motion by Barka and seconded by Haffley to approve spending \$400 on bare root trees for the Lake Ripley 3rd grade class. Affirmative: All. Opposed: None.

Poster Prizes: Motion by Barka and seconded by Jans to award a potted tree and cash prizes for 1st and 2nd place for each class and a bare root tree and participation ribbon to all students who completed posters. Affirmative: All. Opposed: None.

Cost Share: Motion by Jans and seconded by Haffley to authorize Norman to sign upcoming 1W1P cost share contracts for projects that have been approved by the technical advisory committee, getting confirmation from the Board at the next meeting. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to approve and encumber Rodney Brekke's contract, water and sediment control basins, \$20,169 -project number NF-FY20-6. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Barka to approve and encumber Richard Burkstrand's contract: wetland restoration project, \$7,359.66 - project number NF-FY20-7. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to approve and encumber Loren Roberg's contract: 3 year cover crop plan, \$15,000. Affirmative: All. Opposed: None.

Next Meeting: Tuesday, June 1, 2021, at 8 a.m.

All supervisors judged posters from three Eden Valley/Watkins classes, choosing first and second place winners from each class and three posters to advance to Area competition.

Adjournment: Upon motion by Behnke and seconded by Haffley, Chairman Schiefelbein adjourned the meeting at 9:48 a.m.

Secretary

Date