



522 South Johnson Drive • Litchfield, MN 55355

320.693.7287

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

Present: Fred Behnke, John Haffley, Greg Jans, Jon Hoff, and Bob Schiefelbein. Staff Present: Joe Norman, Ann Steinhaus, Jaden Hunter and Lacey Clark, SWCD; Brittney Hubbell, Pheasants Forever; Jacob Stich and Taylor Gabbert, NRCS.

The meeting was called to order by Bob Schiefelbein at 8:05 a.m.

Agenda: Motion by Behnke and seconded by Haffley to approve the agenda with the addition of the cost share contracts for Josh Pommier, Richard Burkstrand, and Leslie Nyholm to the agenda. Affirmative: All. Opposed: None.

Minutes: Motion by Behnke and seconded by Hoff to approve the minutes from the May 2nd, 2023, regular meeting. Affirmative: All. Opposed: None.

Treasurer Report: Motion by Haffley and seconded by Hoff to approve the Treasurer's Report as presented, subject to audit, including bills payable in the amount of \$34,991.64 and bills paid. Affirmative: All. Opposed: None.

Clark informed the board that the Buffer Implementation Grant expires on June 30th. Motion by Jans and seconded by Hoff to approve the purchase of new surveying equipment, up to a cost of \$35,000.00 using the Buffer Implementation Grant funding. Affirmative: All. Opposed: None.

Correspondence: None.

Field Office Report: Norman, Hunter, and Steinhaus reported on their recent activities and programs. Norman asked the board for permission to accrue over 240 hours of annual leave during the year, with the stipulation that by end of year, his annual leave hours will be down to 240. Permission was granted.

Farm Bill Report: Stich introduced the newest team member, Taylor Gabbert. Stich also introduced Brittney Hubbell, who has been hired as the new Pheasant Forever employee.

Meeting/Training Reports: Norman, Hunter, and Haffley gave an update on the Area 2 meeting they attended.

Training/Meeting Requests: Motion by Jans and seconded by Hoff to approve Steinhaus attending the MACAI Short Course meeting. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to approve Steinhaus attending the CFO Regional Meeting. Affirmative: All. Opposed: None.

Soil Health Field Day: Steinhaus gave an update on the upcoming soil health field day event. The event will be held on July 12 or 13, at the Jay Hedtke farm. Motion by Jans and seconded by Behnke to spend up to \$1,500 on supplies for the soil health field day. Affirmative: All. Opposed: None.

Water Planner Position: Norman informed the board that the shared water planner position will be reposted shortly due to lack of applicants.

JD17 Wrap Up Picnic Meeting: Motion by Haffley and seconded by Hoff to approve spending up to \$500 on supplies to host a wrap up meeting/picnic for all parties involved in the JD17 project. Affirmative: All. Opposed: None.

Cost Share: Motion by Haffley and seconded by Jans to encumber contract NF-FY-22-4 for a water and sediment control basin project, in the amount of \$23,019.68 using 1W1P funding. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Behnke to encumber contract NF-FY-22-6 for a water and sediment control basin project, in the amount of \$5,562.89 using 1W1P funding. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to encumber contract NF-FY-22-8 for a lined waterway project, in the amount of \$20,947.50 using 1W1P funding. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to encumber contract LC22-01 for a water and sediment control basin project, in the amount of \$31,460.01, with \$16,000.00 coming from the Clearwater River Watershed District funding and \$15,460.01 from the Local Capacity funding. Affirmative: All. Opposed: None.

Motion by Haffley and seconded by Hoff to encumber contract FY23-01 for a water and sediment control basin project, in the amount of \$395.38 using state cost share funding. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to amend contract NF-FY-20-7 for a wetland restoration project, in the amount of \$2,560.00. Affirmative: All. Opposed: None.

Motion by Haffley and seconded by Behnke to cancel contract SH23-01 for a windbreak/shelterbelt project, in the amount of \$800.00. Affirmative: All. Opposed: None.

Next Meeting: The next board meeting will be held on Wednesday, July 12th, 2023, at 8 a.m.

Adjournment: After a motion by Jans, Chairman Schiefelbein adjourned the meeting at 9:37 a.m.

Secretary

Date