



916 East St. Paul Street - Litchfield, MN 55355

320.693.7287

Minutes of Regular Board Meeting
Tuesday, January 8, 2019, 8 a.m.
USDA Service Center
522 Johnson Drive
Litchfield, MN 55355

Present: Bob Schiefelbein, Fred Behnke, and John Haffley. Staff Present: Joe Norman, Matt Anderson, Ann Steinhaus and Deb Holtz, SWCD; Jacob Stich, NRCS; Josh Pommier, Pheasants Forever, and Tara Ostendorf, BWSR.

The meeting was called to order by Chairman Schiefelbein at 8:15 a.m.

Oath of Office: Chairman Schiefelbein administered the Oath of Office to John Haffley.

Election of Officers: Behnke moved to dispense with the rules of order and vote that those holding the offices of Chairperson, Secretary and Treasurer succeed himself in the office of the previous year. Affirmative: All. Opposed: None. The office of Vice Chair will be addressed at a future meeting.

Agenda: Motion by Behnke and seconded by Haffley to approve the agenda with the addition of the MDA Noxious Weed Grant and one item of correspondence. Affirmative: All. Opposed: None.

Minutes: Motion by Behnke and seconded by Haffley to approve the minutes from the December 4, 2018, meeting as presented. Affirmative: All. Opposed: None.

Treasurer Report: Motion by Behnke 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 \$29,981.77. Affirmative: All. Opposed: None.

Deb Holtz reported that the Audit Report on the 2017 books of Meeker SWCD has been received and is available for review as desired.

Correspondence: Deb Holtz presented correspondence regarding the MASWCD Legislative Briefing and Day at the Capitol, requirements of the Minnesota Campaign Finance Board, an Award of Excellence received from MCIT and notice that the TSA Audit Report is available for review. No action was required.

Field Office Report: Jacob Stich, Joe Norman, Matt Anderson and Ann Steinhaus reported on their recent activities. Anderson reported that one Meeker County landowner has not responded to communication regarding his potential non-compliance with the Minnesota Buffer Law. Anderson was instructed to attempt to contact said landowner in person.

Farm Bill Report: Josh Pommier reported on his activities.

Training/Meeting Reports: Norman, Holtz and Anderson reported on a BWSR Grant Training they attended. Norman and Haffley reported on the MASWCD State Convention.

Training/Meeting Requests: Motion by Haffley and seconded by Behnke to authorize the attendance of Joe Norman at Shore Land Contractors' Training on January 24 in St. Cloud, including the \$30 registration fee and all expenses. Affirmative: All. Opposed: None.

BWSR Report: Tara Ostendorf provided an update from BWSR.

Meeting Place, Day and Time for 2019: Motion by Behnke 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. Affirmative: All. Opposed: None.

Committee Assignments: Motion by Behnke and seconded by Haffley that Dan Barka (pending completion of the Oath of Office) and Fred Behnke be appointed to serve on the Meeker SWCD Personnel Committee; that Fred Behnke be appointed to be Meeker SWCD's representative on the WCTSA Committee with Bob Schiefelbein being alternate; and that John Haffley be appointed to be Meeker SWCD's representative on the CROW 1W1P Policy Committee with Bob Schiefelbein being alternate. Affirmative: All. Opposed: None.

Bank and Newspaper Designation: Motion by Haffley and seconded by Behnke to maintain checking and savings accounts at Wells Fargo 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. Affirmative: All. Opposed: None. Holtz was instructed to pursue adding John Haffley as signer on District accounts.

Mileage Rate: Motion by Haffley and seconded by Behnke to pay the highest mileage rate allowed by the IRS during 2019. Affirmative: All. Opposed: None.

Supervisor Compensation Rate: Motion by Behnke and seconded by Haffley that the Supervisor compensation rate for 2019 be set at \$75 per diem. Affirmative: All. Opposed: None.

PERA Rate: Holtz reported that the PERA rates for 2019 remain unchanged. No action was necessary.

Blanket Payments: Motion by Behnke and seconded by Haffley to allow blanket approval on payments for 2019 on rent for the office, internet service, data plan, employee life insurance and reimbursable copy expense at the Meeker County Recorder's Office. Affirmative: All. Opposed: None.

Review of Policies: Standing policies of Meeker SWCD were reviewed.

Motion by Haffley and seconded by Behnke to amend the cost share rate on streambank and shoreland protection to read "50% of project cost, not to exceed \$4,000." Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Haffley to amend the Meeker County Buffer Cost Share Program Policy to remove the one acre minimum. Affirmative: All. Opposed: None.

MDA Noxious Weed Grant: Motion by Behnke and seconded by Haffley to approve the Noxious Weed Grant as presented by Anderson. Affirmative: All. Opposed: None.

Permission to Purchase: This item was delayed to the next meeting.

Open House: The Board gave permission to staff to set a date for an open house.

Next Meeting: Tuesday, February 5, 2019, at 8 a.m.

Adjournment: Upon motion made by Behnke and a second by Haffley, Chairman Schiefelbein adjourned the meeting at 10:02 a.m.

Secretary

Date