



916 East St. Paul Street • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Tuesday, April 2, 2019, 8 a.m.  
USDA Service Center  
522 South Johnson Drive  
Litchfield, MN 55355

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

The meeting was called to order by Chairman Schiefelbein at 8:06 a.m.

**Agenda:** Motion by Behnke and seconded by Haffley to approve the agenda with the addition of one item of correspondence, one training request and three cost share items. Affirmative: All. Opposed: None.

**Minutes:** [Dan Barka joined the meeting.] Motion by Behnke and seconded by Haffley to approve the minutes from the March 5, 2019, meeting as presented. Affirmative: All. Opposed: None.

**Treasurer Report:** Motion by Jans and seconded by Barka to approve the Treasurer's Report as presented, subject to audit, including bills paid and bills payable in the amount of \$29,600.94. Affirmative: All. Opposed: None.

Deb Holtz distributed the Expenditure Report for the 2019 Conservation Delivery Grant. Chairman Schiefelbein signed the final Financial Report.

Holtz also distributed the 2019 spending allocation guideline and financial statement graphs showing revenue and expenditure trends of the District over the last seven years.

**Correspondence:** Deb Holtz presented a letter to the editor regarding Earth Day for Board signature. It was signed by Chairman Schiefelbein. She also read an email from Chuck Rau requesting completion of a survey regarding area meetings. Fred Behnke will complete the survey as supervisor.

**Field Office Report:** Joe Norman, Matt Anderson, Ann Steinhaus and Jacob Stich reported on their recent activities.

**Farm Bill Report:** Josh Pommier reported on his activities and discussed the Statement of Interest for the 2020 Farm Bill Grant he had submitted. No action was required at this time.

**Training/Meeting Reports:** Matt Anderson reported on the CREP training he attended. Norman, Steinhaus and Behnke reported on the area meeting. Steinhaus reported on the MACFO Conference and Ag Disease Emergency Response she attended. Anderson reported on SM1 Training, and Stich reported on a drainage water management training that was held locally.

**Training/Meeting Requests:** Motion by Barka and seconded by Jans to authorize the attendance of Ann Steinhaus at the CFO Regional Meeting in either St. Cloud or Marshall, approving all expenses. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to authorize the attendance of Joe Norman and Matt Anderson at Rain Garden training in St. Cloud on April 3, approving all expenses. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Barka to authorize the attendance of Ann Steinhaus at Noxious Weed Identification training in Mankato on April 30, approving all expenses. Affirmative: All. Opposed: None.

**MDA Noxious Weed Grant Needs Assessment:** Motion by Jans and seconded by Barka to authorize Matt Anderson to approve cost share contracts utilizing the MDA Noxious Weed Grant funds with both private landowners and townships. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Barka to keep standing policies in place for private landowners using cost share from the MDA Noxious Weed Grant and offering cost share under the 2019 MDA Noxious Weed Grant of up to \$200 to each of the 18 townships in Meeker County with the work needing to be completed by October 31, 2019, and all final documentation submitted by November 4, 2019. Affirmative: All. Opposed: None. Payments on these cost share contracts will not be paid out until after the November meeting.

**Truck Accessories:** Motion by Behnke and seconded by Jans to approve purchase of truck accessories for the 2019 Ford from Radco, as presented by Joe Norman, at an estimate of \$756.35. Affirmative: All. Opposed: None.

**Tree Fabric:** Motion by Jans and seconded by Haffley to purchase 100 rolls of tree fabric and an appropriate number of staples at a cost not to exceed \$20,000. Affirmative: All. Opposed: None.

**Noxious Weed Publication Notice:** Motion by Jans and seconded by Barka to have the noxious weed notice published in local newspapers. Affirmative: All. Opposed: None.

**2020 County Allocation Request:** Holtz presented a potential budget for 2020 on which to base the 2020 County Allocation request. This will be further discussed at the May meeting.

**Biennial Plan:** A Biennial Plan will not be prepared for 2019 – 2020. This decision has been approved by Tara Ostendorf, BWSR Board Conservationist.

**Cost Share:** Motion by Barka and seconded by Behnke to encumber \$1,800 from the 2018 State Cost Share Grant on a one year, 51.5 acre cover crop project by Greg Jans (FY18-08). Affirmative: All. Opposed: None. Abstaining: Greg Jans.

Motion by Jans and seconded by Barka to encumber \$8,550.85 from 2018 Local Capacity funds for a rock-lined waterway project for Stan VonBank (LC18-04). Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Haffley to encumber \$836.25 from 2018 Local Capacity funds for a critical area planting by Peggy Vannalli (LC18-03) and \$836.25 from 2018 Local Capacity funds for a critical area planting by Jan Anderson (LC18-02). Affirmative: All. Opposed: None.

**Next Meeting:** Tuesday, May 7, 2019, at 8 a.m.

**Adjournment:** Upon motion made by Jans and seconded by Barka, Chairman Schiefelbein adjourned the meeting at 10:12 a.m.

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Secretary

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Date