



522 South Johnson Drive • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Thursday, September 5, 2019, 8 a.m.  
USDA Service Center  
522 South Johnson Drive  
Litchfield, MN 55355

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

The meeting was called to order by Chairman Schiefelbein at 8:04 a.m.

**Agenda:** Motion by Behnke and seconded by Haffley to approve the agenda with the addition of the 2020 Local Capacity and Buffer Implementation grants, Steve Villas' cost share project, a report from a 1W1P meeting and the deletion of the COJO Dairy cost share project. Affirmative: All. Opposed: None.

**Minutes:** Motion by Jans and seconded by Barka to approve the minutes from the August 8, 2019, meeting as presented. Affirmative: All. Opposed: None.

**Treasurer Report:** [Joe Norman, SWCD, joined the meeting at this time.] 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 \$27,380.04 and bills paid. Affirmative: All. Opposed: None.

Deb Holtz will transfer \$200,000 from the District's savings account to the money market savings account and will research CD rates. She will also report on current depreciation on the drill, the hours spent on the tree program this year and a profit and loss summary on the drill program since inception at the next meeting.

Motion by Jans and seconded by Behnke to approve the 2020 Local Capacity and Buffer Implementation Grant Agreement when it arrives, authorizing any supervisor to sign said agreement. Affirmative: All. Opposed: None.

**Field Office Report:** Joe Norman, Matt Anderson, Ann Steinhaus and Melissa Rothwell reported on their recent activities. Deb Holtz reported that Tara Ostendorf is leaving BWSR and proposed another potential method of labor costs on the tree and drill programs. The Board does not wish to make the change at this time.

**Farm Bill Report:** Josh Pommier reported on his activities.

**Training/Meeting Reports:** Norman and Rothwell reported on a cover crop training they had attended. Steinhaus reported on MINNFARM Training. John Haffley reported on a 1W1P Policy Committee meeting he attended.

**Data Practices Policy:** Holtz distributed drafts of policies and results of discussions she had had with other Districts regarding their charges for copies. The drafts will be reviewed at a future meeting.

**MCIT Insurance Review:** Motion by Barka and seconded by Jans to approve insurance cover as presented in the schedules received from MCIT. Approved: All. Opposed: None.

**Cost Share:** Motion by Jans and seconded by Barka to confirm encumbrance of \$195.00 from Meeker County buffer cost share funds for John Bergstrom (MBCS18-04). Affirmative: All. Opposed: None.

Motion by Jans and seconded by Barka to reimburse Jim Kelm \$479.62 on his Noxious Weeds cost share contract, NW19-08. Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Haffley to confirm encumbrance of \$200 from the noxious weed grant for Keith Nelson (NW19-09). Affirmative: All. Opposed: None.

Motion by Barka and seconded by Behnke to reimburse Anthony Huhn \$2,200 on his cover crop cost share contract (40 acres), FY18-10. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Behnke to encumber \$11,896.58 from 2019 Local Capacity funds for a grassed waterway project for Robert Kipf, LC19-01. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Barka to reimburse Schiefelbein Farms \$1,400.00 on their cover crop cost share contract (40 acres), FY18-09. Affirmative: Barka, Behnke, Jans and Haffley. Opposed: None. Abstaining: Schiefelbein.

Motion by Barka and seconded by Behnke to encumber \$13,918.11 from 2019 Local Capacity funds for a rock-lined gully stabilization project for Steve Villas, LC19-02. Affirmative: All. Opposed: None.

**Next Meeting:** Tuesday, October 1, 2019.

**Adjournment:** Upon motion by Jans and seconded by Barka, Chairman Schiefelbein adjourned the meeting at 10:19 a.m.

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Secretary

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Date