



522 South Johnson Drive • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Tuesday, November 5, 2019, 8 a.m.  
USDA Service Center  
522 South 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; Josh Pommier, Pheasants Forever; and Melissa Rothwell and Jacob Stich, NRCS.

The meeting was called to order by Chairman Schiefelbein at 8:07 a.m.

**Agenda:** Motion by Behnke and seconded by Haffley to approve the agenda with the addition of correspondence from MASWCD and cost share projects for Broesder, Lasley and Walls. Affirmative: All. Opposed: None.

**Minutes:** Motion by Behnke and seconded by Haffley to approve the minutes from the October 1, 2019, meeting as presented. Affirmative: All. Opposed: None.

**Treasurer Report:** Motion by Haffley and seconded by Behnke to approve the Treasurer's Report as presented, subject to audit, including bills payable in the amount of \$20,115.10 and bills paid. Affirmative: All. Opposed: None.

Motion by Haffley and seconded by Behnke to pay \$500 in NACD Dues. Affirmative: All. Opposed: None.

Motion by Haffley and seconded by Behnke to renew [www.meekerswcd.com](http://www.meekerswcd.com) for five years at an expense of \$90.85. Affirmative: All. Opposed: None.

Holtz distributed information regarding SWCDs' inability to obtain loans/incur debt, an employee wage summary for 2019 to date and how group health insurance will impact the District in 2020. No action was necessary.

**Correspondence:** Holtz discussed a letter received from Center National Bank and an email from MASWCD. No action was required.

**Field Office Report:** Norman, Anderson, Steinhaus and Rothwell reported on their recent activities. Stich reported on NRCS matters.

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

**Training/Meeting Reports:** Norman reported on the area meeting he had attended. Steinhaus reported on a CFO meeting she had attended. Norman, Pommier and Holtz reported on BWSR Academy. Norman, Anderson and Haffley reported on 1W1P meetings.

**Training/Meeting Requests:** Motion by Behnke and seconded by Haffley to approve attendance at the MASWCD convention in December for Norman, Haffley and the Outstanding Conservationists, included registrations, meals and all expenses. Affirmative: All. Opposed: None.

**Engan CREP Easement:** Motion by Haffley and seconded by Behnke to have Chairman Schiefelbein sign the "Petition for Impounding, Rerouting, and Diverting Drainage System Waters" for the Engan easement. Affirmative: All. Opposed: None.

**Cost Share:** Motion by Haffley and seconded by Behnke to reallocate the township portion of the 2019 MDA Noxious Weed grant as follows:

Manannah Township:	\$1,369.34
Ellsworth Township:	\$1,369.34
Harvey Township:	\$861.33

Affirmative: All. Opposed: None. Anderson will request an extension on remaining funds for private landowners.

Motion by Haffley and seconded by Behnke to reimburse the following individual landowners for weed control from the MDA Noxious Weed grant in the respective amounts:

Schlueter (NW19-04)	\$500.00
Keymer (NW19-01)	\$500.00
Ahlgren (NW19-02)	\$500.00
Anderson (NW19-10)	\$500.00
Walls (NW19-06)	\$500.00

Affirmative: All. Opposed: None.

Motion by Haffley and seconded by Benke to reimburse the following townships for weed control from the MDA Noxious Weed grant in the respective amounts:

Manannah Township:	\$1,369.34
Ellsworth Township:	\$1,369.34
Harvey Township:	\$861.33

Affirmative: All. Opposed: None.

Motion by Haffley and seconded by Behnke to reimburse James Huisman \$165.00 on his buffer cost share contract (MBCS18-07) from Meeker County funds. Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Haffley to reimburse COJO Dairy \$1,800.00 on their cover crop cost share contract, FY18-08. Affirmative: All. Opposed: None.

Reimbursement of the Munson contract will be requested at the next meeting of the Board.

Motion by Haffley and seconded by Behnke to encumber \$3,750 from 2019 Local Capacity funds on a lakeshore project on the north side of Lake Jennie for David Broesder (LC19-03). Affirmative: All. Opposed: None.

Motion by Haffley and seconded by Behnke to encumber \$3,958 from 2019 Local Capacity funds on a lakeshore project on the southwest side of Lake Jennie for Leonard Lasley (LC19-04). Affirmative: All. Opposed: None.

**Performance Reviews:** Holtz reminded the Personnel Committee that staff performance reviews should be done before the December meeting.

**Next Meeting:** Wednesday, December 4, 2019.

**Adjournment:** Upon motion by Behnke and seconded by Haffley, Chairman Schiefelbein adjourned the meeting at 9:54 a.m.

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Secretary

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Date