



522 South Johnson Drive • Litchfield, MN 55355

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320.693.7287

Minutes of Regular Board Meeting  
Tuesday, April 5, 2022, 8:00 a.m.  
Meeker SWCD Offices  
522 South Johnson Drive  
Litchfield, MN 55355

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

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

**Agenda:** Motion by Behnke and seconded by Haffley to approve the agenda as presented, with the addition of Tim Rice's cost share contract LC20-05. Affirmative: All. Opposed: None.

**Minutes:** Motion by Jans and seconded by Haffley to approve the minutes from the March 1, 2022, meeting. 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 \$28,790.05 and bills paid. Affirmative: All. Opposed: None.

Clark presented the board with the 2021 Accomplishments, and the 2021 year end financials. Discussion began on the 2023 county allocation and budget.

Motion by Jans and seconded by Barka to remove Deb Holtz from the bank accounts. Affirmative: All. Opposed: None.

**Correspondence:** Clark informed the board that she had received notice that Meeker SWCD is in compliance with the Local Government Pay Equity Act.

**Field Office Report:** Norman, Anderson, and Steinhaus reported on recent activities and programs. Motion by Barka and seconded by Jans to allow Anderson to use the new drill to get it set up and calibrated correctly before it gets rented out to customers. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Barka to register for a 2022 Meeker County Fair booth. Affirmative: All. Opposed: None.

**Farm Bill Report:** Pommier and Rothwell reported on their activities. Motion by Jans and seconded by Barka to approve the cooperative agreement between Meeker SWCD & NRCS. Affirmative: All. Opposed: None.

**Meeting/Training Reports:** Anderson and Haffley reported on the Area 2 meeting they attended. Steinhaus reported on the MACFO conference and the Nitrogen Smart training she attended.

**Training/Meeting Requests:** None.

**COVID-19 Preparedness Plan Modifications:** Motion by Jans and seconded by Haffley to approve the changes to the COVID-19 Preparedness Plan as presented by Clark. Affirmative: All. Opposed: None.

**District Apparel:** Supervisors confirmed the policy offering a district apparel stipend to each SWCD employee as well as Litchfield employees of NRCS and the Farm Bill Biologist. Motion by Barka and seconded by Jans to increase the yearly stipend to \$75 a year. Affirmative: All. Opposed: None.

**Deb Holtz Retirement Notice:** Motion by Behnke and seconded by Jans to accept and approve the retirement of Deb Holtz, effective April 5, 2022. Affirmative: All. Opposed: None.

**Cost Share:** Motion by Jans and seconded by Barka to modify Meeker SWCD's wells cost share policy, increasing reimbursement to 75% up to \$500. Affirmative: All. Opposed: None.

Motion by Behnke and seconded by Barka to approve encumbrment in the amount of \$468.75 on a well sealing contract for Josh Pommier, from 1 Watershed 1 Plan funding, project number NF-FY20-21. Affirmative: All. Opposed: None.

Motion by Barka and seconded by Haffley to reassign funding on the Cory Meierhofer cost share project, LC20-04 from the 2020 Local Capacity funding to the 2021 Local Capacity funding. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to approve encumbrment in the amount of \$8,539.80 on a water and sediment control basin for Tim Rice from the FY20 Local Capacity, FY21 State Cost Share, and FY21 Local Capacity funding, project number LC20-05. Affirmative: All. Opposed: None.

**Next Meeting:** The next board meeting will be held on Tuesday, May 3, 2022, at 8 a.m.

**Adjournment:** After a motion by Jans and seconded by Haffley, Chairman Schiefelbein adjourned the meeting at 10:02 a.m.

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Secretary

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Date