



522 South Johnson Drive • Litchfield, MN 55355

320.693.7287

Minutes of Regular Board Meeting
Wednesday, September 7th, 2022, 8:00 a.m.
Meeker SWCD Offices
522 South Johnson Drive

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

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

Agenda: Motion by Behnke and seconded by Haffley to approve the agenda as presented, with the addition of the CFO Regional Meeting under training requests. Affirmative: All. Opposed: None.

Minutes: Motion by Haffley and seconded by Jans to approve the minutes from the August 2, 2022, meeting. Affirmative: All. Opposed: None.

Treasurer Report: Motion by Jans and seconded by Behnke to approve the Treasurer's Report as presented, subject to audit, including bills payable in the amount of \$36,844.81 and bills paid. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Haffley to open a new \$15,000 twenty five month certificate of deposit at Center National Bank. Affirmative: All. Opposed: None.

Motion by Barka and seconded by Jans to approve the final financial report for the FY2022 Conservation Delivery Grant as presented by Clark. Affirmative: All. Opposed: None.

Motion by Barka and seconded by Jans to approve the 2021 Audit draft, the adjusting entries, and to approve the signing of the audit representation letter from Peterson Company LTD. Affirmative: All. Opposed: None.

Correspondence: Clark informed the board that she had received notification from MCIT that they would be receiving a \$1,195 dividend for workers compensation insurance.

Jason Weinerman: Jason Weinerman from the MN Board of Water and Soil Resources informed the board that he had some recommendations for Meeker SWCD to implement in regards to issues found during a financial reconciliation of the FY22 CREP Outreach and Implementation Grant. Training will be held for staff and the board.

Field Office Report: Norman, Anderson and Steinhaus reported on recent activities and programs.

Farm Bill Report: Pommier and Stich reported on their activities. Pommier informed the board that MASWCD and Pheasants Forever has a new award they are offering, the Wildlife Habitat Steward Award. Motion by Barka and seconded by Behnke to nominate Mike Swanson as Meeker SWCD's 2022 Wildlife Habitat Steward. Affirmative: All. Opposed: None.

Meeting/Training Requests: Motion by Barka and seconded by Behnke to approve Norman, Anderson and Haffley to attend the Area 2 meeting on September 20. Affirmative: All. Opposed: None.

Meeting/Training Requests (cont'd): Motion by Barka and seconded by Jans to approve Steinhaus attending the CFO Regional Meeting. Affirmative: All. Opposed: None.

Motion by Barka and seconded by Jans to approve staff registering for BWSR Academy. Affirmative: All. Opposed: None.

COVID-19 Preparedness Plan Modifications: Motion by Haffley and seconded by Jans to approve to modifications to the COVID-19 Preparedness Plan as presented by Clark, following the updated recommendations from the CDC. Affirmative: All. Opposed: None.

MRSC 1W1P Planning Memorandum of Agreement: Tabled until next month.

North Fork 1W1P Plan Amendment: Motion by Haffley and seconded by Behnke to concur with the action to proceed with the plan amendment. Affirmative: All. Opposed: None.

Sign Posts for CREP: Motion by Haffley and seconded by Barka to approve purchasing additional signs posts at a cost of \$3,784.24, which is a reimbursable expense. Affirmative: All. Opposed: None.

Cost Share: Motion by Behnke and seconded by Barka to encumber contract FY22-02 in the amount of \$1,400 for a cover crop practice, using FY22 State Cost Share funds. Affirmative: Schiefelbein, Behnke, Barka, Haffley. Opposed: None. Abstained: Jans.

Next Meeting: The next board meeting will be held on Tuesday, October 4th , 2022, at 8 a.m.

Adjournment: Upon motion by Jans, Chairman Schiefelbein adjourned the meeting at 9:45 a.m.

Secretary

Date