



522 South Johnson Drive • Litchfield, MN 55355

320.693.7287

Minutes of Regular Board Meeting
Tuesday, December 6th, 2022, 8:00 a.m.
Meeker SWCD Offices
522 South Johnson Drive

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

The meeting was called to order by Bob Schiefelbein at 8:13 a.m.

Agenda: Motion by Jans and seconded by Behnke to approve the agenda with the addition of project FY22-05 under cost share. Affirmative: All. Opposed: None.

Minutes: Motion by Haffley and seconded by Behnke to approve the minutes from the November 1st, 2022, meeting. 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 payable in the amount of \$24,082.26 and bills paid. Affirmative: All. Opposed: None.

Correspondence: None.

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

Farm Bill Report: Pommier and Stich reported on their activities.

Meeting/Training Reports: None.

Meeting/Training Requests: Motion by Jans and seconded by Behnke to approve Steinhaus attending the regional CAI meeting. Affirmative: All. Opposed: None.

Additional Pay Period, December 18-31, 2022: Motion by Barka and seconded by Jans to add a pay period of December 18-31, 2022, so that all staff will be paid for work done this year before year end. Affirmative: All. Opposed: None.

Prairie Strips Contract: Motion by Barka and seconded by Haffley to approve the Prairie Strips contract and to allow Norman to sign the final contract, pending no changes to the draft as presented. Affirmative: All. Opposed: None.

Tree Planting Cost Share Policy: Motion by Jans and seconded by Haffley to approve the tree planting cost share policy as presented. Affirmative: All. Opposed: None.

Cost Share: Motion by Haffley and seconded by Behnke to encumber project NF-FY20-36 in the amount of \$18,378.56 for a grassed waterway. Affirmative: All. Opposed: None.

Motion by Barka and seconded by Jans to amend contract LC20-04, increasing the cost share from \$6,065.71 to \$9,631.06 2021 Local Capacity funds and FY22 State Cost Share funds. Affirmative: All. Opposed: None. Motion by Barka and seconded by Jans to approve payments for contract LC20-04 in the amount of \$9,631.06 for a water and sediment control basin project. Affirmative: All. Opposed: None.

Motion by Jans and seconded by Behnke to approve payment for contract FY22-04 in the amount of \$1,400.00 for a cover crop practice, using FY22 State Cost Share funds. Affirmative: Jans, Behnke, Haffley, and Schiefelbein. Opposed: None. Barka abstained.

Motion by Barka and seconded by Haffley to terminate contract FY22-05 in the amount of \$1,400.00 for a cover crop practice, using FY22 State Cost Share funds. Affirmative: All. Opposed: None

Annual Wage Reviews: Motion by Barka and seconded by Behnke, the following wages were approved effective January 1, 2023: Steinhaus - \$28.76/hour, Norman - \$33.98/hour, Anderson - \$30.28/hour and Clark - \$26.75/hour, in addition to a \$1,500 bonus per employee payable by year end 2022. Affirmative: All. Opposed: None.

Next Meeting: The next board meeting will be held on Tuesday, January 3rd , 2023, at 8 a.m.

Adjournment: Upon motion by Haffley and seconded by Barka, Chairman Schiefelbein adjourned the meeting at 9:56 a.m.

Secretary

Date