

**East Polk Soil & Water Conservation District  
November 14<sup>th</sup>, 2019 Board Meeting Minutes**

Board members present: Al Bauer, Ken Pederson, and Dave Kiecker, Larry Vettleson and Scott Balstad

Other's present: Rachel Klein, Marea Schommer, Nicole Bernd, Joan Lee, and Brett Arne

Meeting called to order at 8:32am by Chairman Bauer

Motion to approve the November 14<sup>th</sup>, 2019 Agenda: Kiecker, second: Vettleson, approve: all.

Motion to approve the October 3<sup>rd</sup>, 2019 Regular Board Meeting Minutes: Bauer, second: Kiecker, approve: all.

Motion to approve the October 2019 Financial Report: Vettleson, second: Kiecker, approve: all.

**New Business:**

Motion to approve signing the service agreement with West Polk SWCD to have Nicole Bernd fill in while Rachel is on maternity leave. Balstad, second: Vettleson, approve: all.

Motion to approve payment for Bruce Roed's shoreline restoration, SH-1-19, from Capacity 2018. Total bill was \$236.66 Cost share at 50% = \$118.33. Vettleson, second: Pederson, approve: all.

Motion to approve payment for Bruce Roed's rain garden project, RG-1-19, from Capacity 2018. Total bill was \$284.00 Cost share at 50% = \$142.00. Vettleson, second: Pederson, approve: all.

Motion to amend David Landsverk's WASCOB project, CAP 17-1, to move funds from Capacity 2017 to Capacity 2018 as the project will not be completed this year due to weather. Encumbered funds to be moved \$54,882.00 Pederson, second: Balstad, approve: all.

Motion to approve payment of \$4,000 to Mhyre Tax Services for the accounting work done for the 2018 audit. Balstad, second, Kiecker, approve: all.

Motion to approve payment to Houston Engineering for invoice # 45744 for \$10,391.10 for the Carlson Coulee Project. Tabled until December meeting when an updated on the project can be provided.

Motion to approve signing the contract for remaining the host district for the MAWQCP. Tabled until next meeting when the final contract is available.

**Old Business:**

Myhre Tax Service/Audit update: Josie presented to the board updated financial through October 2019 and went through the different reports that she had provided.

Policy Meeting to Update Policy Handbook/Employee Handbook: Tabled

**Reports:**

NRCS- No Report

**Board Members-**

Ken Pederson: No Report

Dave Keicker: No Report

Al Bauer: No Report

Larry Vettleson: No Report

Scott Balstad: No Report

**Staff Reports:**

Rachel: Maternity Leave Starting October 25, 2019. Attended the AIS and WRAC Meeting. Also attended the West Polk Board Meeting for Service Agreement for maternity leave. WCA has had multiple site visits and currently working on multiple inquiries, violations, and applications. Feedlots: Inspection are all complete and entered in TEMPO. 2020/2021 Delegation Agreement Workplan Completed and Nicole brought it to the County Board for approval. Newsletter was sent out beginning of November. District newsletter has been finished and will be mailed off in early December.

Marea: Meetings attended include AIS Meeting, WRAC Meeting in Crookston, MACDE Meeting at BWSR academy, and employee meeting at UMC. Training this month has included MAWQCP Training with Glen and BWSR Academy in Breezy point. Provided articles for the district newsletter for 2019. Entering rainfall data into the MNgage archive. Visited a few WCA sites with Rachel. Locating wells for the MN Geologic Atlas Survey

**Other/Open Discussion:**

Discussion on the AIS cleaning station was had and the board would like to invite the businesses that were interested in custom fabricating a cleaning station to either the next AIS meeting or to set up a separate meeting with Jake Synder from Polk County Planning and Zoning to go through what we need from an AIS cleaning station.

Next meeting December 19<sup>th</sup>, 2019 at 1 pm.

Motion to adjourn at 9:50 am: Vettleson, second: Bauer, approve: all