

**EAST POLK SOIL AND WATER CONSERVATION DISTRICT BOARD MEETING MINUTES  
MAY 9<sup>TH</sup>, 2019**

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

Others present: Rachel Klein, Kelsey Hedlund, Jenny Burrack, Jim Hest, and Josie Mhyr

Meeting called to order at 8:30 am by Chairman Al Bauer

Motion to approve agenda: Bauer, second: Ken, approve: all

Motion to approve the April 11<sup>th</sup>, 2019 regular board meeting minutes: Pederson, second: Vettleson, approve: All

Motion to approve the April 2019 financial report: Pederson, second: Kiecker, approve: all

**NRCS Report**

Burrack: gave SWCD the Civil Rights for Responsibility sign to hang up. First round EQIP went out, 15 of 35 were approved. CSP is due the 17<sup>th</sup> of May, 2019, so far 10 applications have been turned in. They will hopefully advertise the Tech job in the fall for the McIntosh office.

**Member Report:**

Keicker: no report

Pederson: visited with Nicole of West Polk SWCD, she suggested we need another person for the office and that Klein should be doing more management work rather than tech work.

Bauer: no report

Vettleson: no report

**Staff reports:**

Klein: Attended the second Admin Training session. Has been working on WCA and doing more site visits as the weather allows. Public Water Corrective Action letters went out from the county on April 29, 2019. Landowners have been coming in to update their buffer status and/or schedule site visits.

Hedlund: Had a sond refresher with Ashley at the Red Lake Watershed District, will be starting water monitoring soon. Visited 177 kids from Fosston, the Clubhouse, Win-E-Mac, and Fertile for her Arbor Day program. Had a rain barrel demonstration and 5 people attended. Envirothon went very well. Trees arrive 5/13/19 and tree sale day is noon-7pm on Thursday May 16, 2019

**Old Business:**

Policy Meeting to update policy handbook/ employee handbook: Tabled

Clothing: Tabled

Intern: Previous intern declined job offer. Position was reposted and a second round of interviews were complete. Motion to approve Marea Schommer as the new intern at \$15/hr: Vettleson, second: Kiecker, approve: all

**New Business:**

Motion to approve payment to Schumacher's nursery for \$6,427.50: Pederson, second: Vettleson, approve: all

Bookkeeping: Josie Myhre presented from Myhre Tax Service on her rates and what she can do for the Districts book keeping. Motion to approve Myhre Tax Service to take over all the bookkeeping, including payroll, for \$600/month and to do the grant tracking for \$400/month: Pederson, second: Kiecker, approve: all

Give Smash Tax a Months' notice on the 15<sup>th</sup> to cancel our payroll services through them

Motion to approve Audit with Peterson Company for \$2,600: Kiecker, second: Pederson, approve: all

**Other:**

Jim Hest Report: retiring in July. David Landsverk's project, located in Brandsvold 26, will be estimated at \$60,000 through. Need to see if the Red Lake Watershed District would be interested in also providing some cost share since it is in their district. Jim still has a few projects to complete before retirement: Fauch's, Iverson's, and Balstad's. Alton Morvig's WASCB project, installed late last fall, had damage due to the higher than normal spring melt and needs some minor repairs, estimated at \$3,700. Motion to approve to pay 75% of damages: Kiecker, second: Pederson, approve: all.

Next Meeting June 20, 2019 at 8:30am.

Motion to adjourn at 10:06am: Vettleson, second: Kiecker. Approve: All.

Al Bauer                      6-20-19  
Chairman                                      Date