

# Clearwater Soil & Water Conservation District

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## *BOARD OF SUPERVISORS REGULAR MEETING JANUARY 16th, 2019*

### *MEETING MINUTES*

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#### **Board Members Present:**

Harlan Strandlien, Paul Rydeen, Alroy Lewis, John Gunvalson and Jacki Ulrich

**SWCD Staff:** Lori Buell, Chester Powell and Brielle Prokosch

**NRCS Staff:** Cari Roepke and Jody Peek

**Guests:** John Nelson, County Commissioner

The meeting was called to order at 1:02 p.m. by Chair Lewis in the USDA Service Center. The Pledge of Allegiance was recited.

**Agenda:** Chair Lewis called for additions or corrections to the agenda. Gunvalson made a motion to approve the agenda as submitted. Second by Ulrich. **Motion carried 5-0.**

**Minutes:** Minutes of the regular December meeting were reviewed by the board. Strandlien noted that under “Forestry” Ulrich was names making a first and second motion. Buell noted that she would go back and correct the motion. Strandlien made a motion to approve the minutes as submitted with the correction to the Forestry motion. Second by Ulrich. **Motion carried. 5-0.**

**NRCS:** Roepke went through the report submitted by Peek.

#### **WATER PLAN COORDINATOR/TECHNICIAN REPORT**

**Water Planning:** Powell attended a Mississippi Headwaters Steering meeting on 01/09, an Advisory Meeting on 01/15 and a policy meeting on 01/31. Powell attended a Wild Rice -March River Advisory meeting on 01/27. Powell met with the County board on 01/21 to file for a 5-year extension on the Local County Water Management Plan. Powell contacted potential planning partners for the Clearwater River.

**Trainings:** Powell plans on attending a Nitrogen Management training on 02/12 and a Nutrient Management training on 02/19.

**Trees:** Powell reported that orders have been coming in for the 2020 tree season.

#### **Forestry Cost Share:**

Powell reported that Michael Blowers completed a Forest Stewardship plan on 237 acres and is eligible for 75% Cost Share in the amount of \$854.40. Rydeen made a motion to pay the Michael Blowers 75% Cost Share in the amount of \$854.40 out of Local Capacity-Forest Stewardship. Second by Strandlien. **Motion Carried 5-0.**

**Conservation Farm:** Powell reported that Bruce Cox from the Land Department is willing to run the timber sale. Cox noted that they will charge hours to the district.

## PROGRAM TECHNICIAN REPORT

**AIS Program:** Prokosch reported that the County Board signed the AIS Delegation Agreement that is good until 2020. Prokosch noted that the district is looking into a Decontamination unit for Lake Lomond.

**Lake Monitoring:** Prokosch reported that she has two new people interested in volunteering as lake monitors for this summer. Prokosch noted that the volunteers would be on Rockstad and Peterson Lake.

**Trees:** Prokosch reported that the 2020 tree order form has been posted on the new website, in the newsletter and on Facebook.

**Education/Outreach:** Prokosch reported that she has been working on the district website.

## DISTRICT MANAGER REPORT

**Financial Reports:** Financial statements showing revenue and expenditures for the month of December were presented to the Board for review.

**Profit & Loss: Income:** Buell reported that in the month of December the SWCD recognized revenue from Increased Capacity claimed expenses, Buffer Law claimed expenses. **Expenses:** Buell noted that outside of regular expenses for the month of December additional charges were made in Increased Capacity.

**Monthly Treasurer's Report:** Buell noted that for the month of December, outside of normal transactions, there was a payment made to JAG for custom logo to be printed on the new district vehicle two Forest Stewardship Plan payments and a payment to Mapping Solutions for the final portion of the District's Plat Book contract.

**Deposit Detail:** Buell noted that in the month of December there was a deposit for the PERA rate increase and Interest earned on accounts.

**Balance Sheet:** Buell reported that at the end of December the Checking Account balance was \$316,290.20. Buell noted that the Accounts Receivable balance in December was \$29912.20. Buell noted that this amount was mostly invoices to the county for the Water Plan and AIS and Plat Book invoices. Buell noted that these have since been received. Buell reported that in Deferred Revenue the 2017 Local Capacity and 2018 Buffer Law are almost completely closed out.

A motion to accept the December financial report was made by Rydeen. Second by Strandlien **Motion carried 5-0.**

## DISTRICT OPERATION-Board Action Items

**2020 Meeting Dates, Times and Locations:** A motion to keep all the SWCD Board meetings on the third Thursday of each month at the following times and locations was made by Strandlien. Second by Ulrich. **Motion carried 5-0.** Buell noted that Powell will not be available the 3<sup>rd</sup> Thursday of February. Ulrich made a motion to change the date of the February meeting to Tuesday, February 18<sup>th</sup>. Second by Gunvalson. **Motion Carried 5-0.**

<u>Month</u>	<u>Dates</u>	<u>2020</u>	<u>Time</u>	<u>2020 Place</u>	<u>2020 Place</u>
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January	16	1:00	_____	Bagley USDA Service Center	Bagley, USDA Service Center
February	18	1:00	_____	Bagley USDA Service Center	Bagley, USDA Service Center
March	19	1:00	_____	Bagley USDA Service Center	Bagley, USDA Service Center
April	16	8:30	_____	Bagley USDA Service Center	Bagley, USDA Service Center
May	21	8:30	_____	Bagley USDA Service Center	Bagley, USDA Service Center
June	18	8:30	_____	Bagley USDA Service Center	Bagley, USDA Service Center
July	16	8:30	_____	Bagley USDA Service Center	Bagley, USDA Service Center
August	20	8:30	_____	Bagley USDA Service Center	Bagley, USDA Service Center
September	17	8:30	_____	Bagley USDA Service Center	Bagley, USDA Service Center
October	15	8:30	_____	Bagley USDA Service Center	Bagley, USDA Service Center
November	19	1:00	_____	Bagley USDA Service Center	Bagley, USDA Service Center
December	17	1:00	_____	Bagley USDA Service Center	Bagley, USDA Service Center

**Appointment of Officers:** A motion to continue with the established office rotation for 2020 (new officers: Chair: Strandlien; Vice Chair: Rydeen; Secretary: Ulrich; Treasurer: Gunvalson; Member-at-Large: Lewis) was made by Ulrich. Second by Gunvalson. **Motion carried 5-0.**

**Committee Assignments:** Buell gave the board a list of the previous year's Committee Assignments. Buell noted that Ulrich replaced Cobenais' s previous committee position. Rydeen made the motion to keep a committee assignment as they were in 2019. Second by Strandlien. **Motion Carried 5-0.**

**End of the year:** Buell reported that BWSR has new reporting guidelines and starting in 2020 all districts will be required to submit an audit report from the state. Buell noted prior to this the district was only required to get an audit 2-3 years and submit a financial report on the years no audit was required. Buell reported that she received a quote from Peterson's in the amount of \$2,750. Lewis made a motion to approve the Audit quote from Peterson's in the amount of \$2,750. Second by Ulrich. **Motion Carried 5-0.**

**NACD:** Buell reported that the SWCD received a letter of support from the NACD. Lewis made a motion to deny membership in 2020. Second by Strandlien. **Motion Carried 5-0.**

**Giziibi:** Buell reported that the SWCD received a letter of support from the Gaziibi. Lewis made a motion to deny membership in 2020. Second by Ulrich. **Motion Carried 5-0.**

**MASWCD:** Buell received the annual membership from the MASWCD. Strandlien made a motion to approve paying the MASWCD membership. Second by Ulrich. **Motion Carried 5-0.**

**Overmoe and Nelson 2020 Contract:** Buell presented the board with the 2020 Cafeteria Plan provided by Overmoe and Nelson. Rydeen made a motion to continue services as outlined by the Cafeteria Plan in the amount of \$1500.00 and to contract with Overmoe and Nelson to do the district's 2018 W-2's and 1099's at the rate of \$10.00 each. Second by Ulrich. **Motion Carried 5-0.**

**Upcoming:** Buell reported that Envirothon is scheduled for May 15<sup>th</sup> at Bemidji State Park. Buell noted that this year's State Envirothon will be held at Itasca State Park.

A motion to adjourn the meeting at 1:45 p.m. was made by Rydeen. Second by Strandlien. **Motion carried 5-0.**

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Jackie Ulrich, District Secretary

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Date

**"Leadership is the art of giving people a platform for spreading ideas that work." --*Seth Godin***

Our mission is simple - to promote the wise use and improvement of our county resources, in order that future generations will inherit an economically viable county that has made wise choices in resource management.