

Clearwater Soil & Water Conservation District

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BOARD OF SUPERVISORS REGULAR MEETING JANURARY 21st, 2021

MEETING MINUTES

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Board Members Present:

Harlan Strandlien and Alroy Lewis. With Jackie Ulrich and John Gunvalson via Zoom.

SWCD Staff: Lori Buell, Chester Powell and Brielle Prokosch

NRCS Staff: Jody Peek via Zoom

Guests: John Nelson via Zoom

The meeting was called to order at 10:00 a.m. by Chair Strandlien at the Clearwater County Courthouse board room while on Zoom. The Pledge of Allegiance was recited.

Agenda: Chair Strandlien called for additions or corrections to the agenda. Powell requested adding the motion to approve the Wild Rice Watershed Plan adoption. Buell requested a change in the agenda by moving the 2021 information and committee assignments to after the minutes approval. Lewis made a motion to add the motion and change in agenda. Seconded by Ulrich. **Motion carried 4-0.**

Minutes: Minutes of the November meeting were reviewed by the board since the December meeting had been canceled. Ulrich made a motion to approve the November minutes. Seconded by Gunvalson. **Motion carried 4-0.**

Committee Assignments: Committee assignments presented to the board. Lewis made the motion to approve the committee assignments as is. Seconded by Gunvalson. **Motion carried 4-0.**

2021 Information: Buell noted the meeting times and dates for the 2021 year and the per diem meals and mileage. Buell noted that the 2021 IRS approved gas mileage had gone up to .575¢ a mile.

PROGRAM TECHNICIAN REPORT

AIS Program: Prokosch reported that the 2020 end of season report had been submitted to the state. Prokosch noted that any meetings for her or trainings for the watercraft inspectors would be predominantly held online this year.

Education/Outreach: Prokosch reported that she has been continuously working on the district website and facebook keeping the public updated on multiple programs. Prokosch noted she had created a new webpage on the website for the public to read the newsletter online. Prokosch had also updated many files on the website for the 2021 year including the

District Ops page, the Tree Sale page, the financial files, ect. Prokosch also noted that the facebook post announcing the annual tree sale had reached almost 700 people. Prokosch reported that the annual Farmers Independent newsletter with the tree sale order form would be in the newspaper this week.

Trees: Prokosch reported that tree order forms had been sent out to the mailing list (via email and USPS mail). Prokosch noted that the order form had also been put on the website as well. Prokosch also noted that order forms given out from the mailing list had already started coming in and would expect more after the newsletter came out in the paper.

WATER PLAN COORDINATOR/TECHNICIAN REPORT

Trees: Powell reported that the Badoura state nursesey had not been able to plant trees this year due the COVID-19 and therefore would not have trees for the SWCD to purchase next year. Powell noted he was trying to find other nurseys for next year. Powell also mentioned that the tree pick-up dates this year at Badoura may be uncertain.

Water Planning: Powell reported that the Mississippi 1W1P is out for a 60-day review and that Beltrami SWCD updated the group on the latest edits and updates. There will be a steering team meeting on January 15th where they will go over the final details of the plan.

The Wild Rice 1W1P is now officially complete after being approved by BSWR. There will be a steering team meeting on January 19th and a policy meeting on February 3rd. Powell reported that the board will have to sign a final plan adoption. The board decided to wait until the February meeting to sign the adoption plan along with the MOA.

The Clearwater 1W1P has not received the grant yet but is starting to get things set up. A planning work group meeting is scheduled for January 26th to go over the bylaws. A policy meeting is tentatively scheduled for February 9th.

Soil Health:

2021 Program Update: Powell noted that were there no changes to the current soil health program but asked if the board wanted to start renting out the broadcast seeder. Powell noted it would probably rent somewhere between \$5-7 and would follow the typical cost-share rules. Ulrich made the motion to approve the rental and update the 2021 soil program. Seconded by Gunvalson.

Custom Services: Powell noted that there had been a lot of requests for custom services (tree planting, brush mowing, seeding, etc.). Powell noted that he had not thought of a price for these services yet and was wondering if the board found it worthy of pursuit. Buell noted that it would be a good fallback for profit if the SWCD fell on hard times. Buell also noted that if the board wanted to go ahead with the custom services it would be a good reason to hire a seasonal employee. The board decided it was something to pursue and that Powell would figure out details to bring back to the February meeting.

Forest Stewardship: Powell reported that the forest stewardship program had become popular and that to better help the customers he suggested doubling the acre cap from 160 to 320 acres. Lewis made the motion to double the acre cap to 320. Seconded by Ulrich.

BSWR JAA Meeting: Powell noted that he and Buell had a Zoom meeting with BSWR where BSWR hired a new person to assist with JAA. Powell noted that with JAA authority the SWCD would not have to reach out to an engineer for certain plans.

Peek arrived via Zoom at 10:45 AM.

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 there was a Aerator rental (Line 3-Aerator Platbook Sales (Line 7- Platbook), second half of the Water Plan Billing (Line 17- Water Plan) I.C. Training expenses were claimed (Line 33- I.C. Training), MICT, Aitken reimbursement and Mapping Solutions (Line 44- Misc Revenue).

Expenses: Buell reported that Office Max supplies was purchased (Line- 62), half of the cost to purchase the trailer (Line 117-2018 I.C. Soil Health), and the other cost to purchase the trailer (Line 121- MN Buffer Law).

Monthly Treasurer's Report: Buell noted that for the month of December, outside of normal transactions, was the eye insurance (Line 14- Ameritas), and the trailer purchase (Line 28- King of the Road).

Deposit Detail: Buell noted that in the month of December there were aerator rental payment, reimbursement from Aitkens, reimbursement from Mapping Solutions, Platbooks sales, Tree Tubes, and interest earned on checking and saving accounts.

Balance Sheet: Buell reported that at the end of December the Checking Account balance was \$306,575.44 (Line 4). Buell noted that the Savings account is up \$22,498.00 with interest earned (Line 10) mostly for invoices to the county for Water Plan and Platbook. Buell also noted the Deferred Revenue (Lines 27-39) will be closed out by the end of January; 2018 Cost Share, 2018 Local Capacity, 2019 Cost Share, and 2019 Buffer. Buell will be adding 2021 Local Capacity and 2021 Buffer Law funds.

A motion to accept the December financial report was made by Lewis. Seconded by Ulrich. **Motion carried 4-0.**

DISTRICT OPERATION-Board Action Items:

End of the Year Report: Buell reported that the 2019 audit report had been completed with no significant findings. Ulrich made the motion to approve the audit's findings. Seconded by Gunvalson. **Motion carried 4-0.**

Overmoe and Nelson 2021 Contract: Buell mentioned that she had not received the quote and would have it by the next meeting.

Other Reports:

Schedule: Buell noted that the office is still closed to the public as per federal standards. Buell also noted that the office will go back to having 2 staff in the office next week and will soon go back to normal for the upcoming tree season.

NRCS

CSP: Peek noted that NRCS was working on making payments for CSP. Peek also noted that NRCS was working on renewals. There were 2 renewals in Clearwater County until one renewal dropped out.

EQIP: Peek reported that NRCS was ranking application at this time.

CRP: Peek noted that the general sign-up for CRP was from January 4th through February 12th.

Other: Currently due to rising COVID-19 cases, the doors are locked to the public in the Bagley office and will have rotating staff cover the NRCS office Tuesdays and Thursdays. Peek also mentioned that there are 2 Soil Con positions available.

Alroy Lewis, Harlan Strandlien and John Gunvalson were then sworn in by Clearwater County for their terms of service as members of the board.

A motion to adjourn the meeting at 11:12 AM was made by Lewis. Seconded by Gunvalson. **Motion carried 4-0.**

John Gunvalson, District Secretary

Date

"Nothing in life is to be feared, it is only to be understood. Now is the time to understand more so that we may fear less" –Marie Curie

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.