

Clearwater Soil & Water Conservation District

312 Main Avenue North, Suite 3, Bagley MN 56621 • (218)694-6845 • www.clearwaterswcd.com

BOARD OF SUPERVISORS REGULAR MEETING FEBRUARY 18th, 2020

MEETING MINUTES

.....

Board Members Present:

Harlan Strandlien, Alroy Lewis and John Gunvalson.

SWCD Staff: Lori Buell, Chester Powell and Brielle Prokosch

NRCS Staff: Cari Roepke and Jody Peek

Guests:

The meeting was called to order at 1:00 p.m. by Chair Strandlien in the USDA Service Center. The Pledge of Allegiance was recited.

Agenda: Chair Strandlien called for additions or corrections to the agenda. Powell asked for Action item, Aerator repair quote, be added to the agenda. Lewis made a motion to approve the agenda with the addition requested by Powell. Second by Gunvalson. **Motion carried 3-0.**

Minutes: Minutes of the regular January meeting were reviewed by the board. Lewis made a motion to approve the minutes as submitted. Second by Strandlien. **Motion carried. 3-0.**

NRCS: Jody Peek distributed NRCS report.

CSP- Peek reported that the offices are trying to finish up 2019 CSP payments.

EQIP- Peek noted that ROOT reviews are behind schedule and batching date for taking new applications is March 13th.

CRP- Peek noted that there is a CRP Sign-up until February 28th, 2020.

Other- Peek reported that applicants were interviewed for a Soil Conservationist position in Bemidji and a Resource Conservationist in Baudette. NRCS will have an all employees meeting on February 25th-27th and office will be shut down at that time.

WATER PLAN COORDINATOR/TECHNICIAN REPORT

Water Planning: Powell attended a Mississippi Headwaters Steering meeting and a Wild Rice-March River 1W1P meeting.

1W1P Clearwater: Powell contacted potential planning partners for the Clearwater River. Powell noted that a MOA has been started.

Water Plan: Powell met with the County board on 01/21 to file for a 5-year extension on the Local County Water Management Plan. Powell noted that Clearwater County and BWSR have both approved the 5-year extension of the County Water Plan.

Trainings: Powell plans on attending a Nutrient Management training on 02/13.

Trees: Powell reported that 17% of the trees have currently been sold.

Aerator: Powell presented the board with a quote to repair the Aerator from the distributor. Lewis suggested pricing the parts locally. No motion made at this time.

Forestry Cost Share:

Powell reported that Betty Malm completed a Forest Stewardship plan on 80 acres and is eligible for 75% Cost Share in the amount of \$589.35. Lewis made a motion to pay the Betty Malm 75% Cost Share in the amount of \$589.35 out of Local Capacity-Forest Stewardship. Second by Gunvalson. **Motion Carried 3-0.**

Sprayer: Powell received a quote for a sprayer in the amount of \$6,048.20. Lewis made a motion for Powell to purchase the sprayer using funds out of Buffer Law, District Operations and Local Capacity. Seconds by Gunvalson. **Motion Carried 3-0.**

PROGRAM TECHNICIAN REPORT

AIS Program: Prokosch reported that the County has contracted with Always There Staffing again this year to staff Watercraft Inspectors for 2020.

Trees: Prokosch dropped of tree order forms at various locations around the county.

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

Other: Prokosch attended a Pine Lake Project Team meeting on 1/17 and a Mississippi 1W1P Policy Meeting on 1/31.

Upcoming: Prokosch will be attending a Sonde Training on 3/2.

DISTRICT MANAGER REPORT

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

Profit & Loss: Income: Buell reported that in the month of January the SWCD recognized most of its revenue from 1st QTR. County Appropriations and tree sales. **Expenses:** Buell noted that outside of regular expenses for the month of January there was a payment made to Overmoe and Nelson, the DVS for registration renewal and an increase to the Water Plan expenses for the Newsletter.

Monthly Treasurer's Report: Buell noted that for the month of January, outside of normal transactions, there was a payment made to DVS for tab renewal on district vehicles, a payment to Overmoe and Nelson to review flex/payroll for 2020, a payment to Blowers for a Forest Stewardship Plan and a payment made to MN Revenue for taxes.

Deposit Detail: Buell noted that in the month of January there was a deposit from the county for 1st Qtr. County Appropriations, Plat book Sales, the 2020 Local Capacity Funding and the 2020 Buffer Law Funding, Tree Sales and Interest earned on accounts.

Balance Sheet: Buell reported that at the end of January the Checking Account balance was \$487,033.15. Buell noted that the Accounts Receivable balance in January was \$1304.96. Buell noted that this amount was mostly invoices to the county for tree sales and Plat Book invoices. Buell noted in Deferred Revenue the 2017 Local Capacity and 2018 Buffer Law are closed out and no longer recognized on the financials and the 2020 Local Capacity and 2020 Buffer Law have been added.

A motion to accept the January financial report was made by Lewis. Second by Gunvalson **Motion carried 3-0.**

DISTRICT OPERATION-Board Action Items

Area VIII Meeting: Buell reported that the MASWCD Area VIII meeting will be held on Friday, March 6th. Lewis made a motion that the district will cover the cost of registration for any staff and board member interested in attending. Second by Gunvalson. **Motion Carried 3-0.**

QuickBooks: Buell noted that the QuickBooks annual subscription has increased by \$75.00 per month.

Designation of Authorized Signer and Representative for BWSR grants. Buell reported that someone needs to be authorized as the signer and Representative for BWSR grants. Buell noted that this should be done annually. Lewis made a motion to authorize Buell as the Representative for BWSR grants and Authorized Signer for Financial Reports submitted to BWSR. Second by Gunvalson. **Motion Carried 3-0.**

District Truck: Powell asked if the board would like to keep the 2004 District truck or place it up for bids. Lewis made a motion to post the 2004 district Vehicle up for silent bids. Lewis noted that the last day to receive bids will be Monday, March 16th. Second by Strandlien. **Motion Carried 3-0.**

Upcoming: Buell reported that Envirothon is scheduled for May 15th at Bemidji State Park. Buell noted that this year's State Envirothon will be held at Itasca State Park. Buell will be attending the Managers Meeting March 18th and the Employment Law training on March 11th.

A motion to adjourn the meeting at 2:02p.m. was made by Lewis. Second by Gunvalson. **Motion carried 3-0.**

Jackie Ulrich, District Secretary

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.