



Clearwater Soil & Water Conservation District

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BOARD OF SUPERVISORS REGULAR MEETING MARCH 19th, 2018

MEETING MINUTES

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Board Members Present:

Marty Cobenais, Harlan Strandlien, Alroy Lewis, Paul Rydeen and John Gunvalson

SWCD Staff: Lori Buell, Chester Powell and Jamin Carlson

NRCS Staff: Cari Roepke

Guests: John Nelson-County Commissioner

The meeting was called to order at 8:31 a.m. by Chair Gunvalson in the USDA Service Center. The Pledge of Allegiance was recited.

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

Minutes: Minutes of the regular March meeting were reviewed by the board. Strandlien made a motion to approve the minutes as submitted. Second by Cobenais. **Motion carried 5-0.**

NRCS:

EQIP: Roepke reported that she currently has 12 EQIP applications. Roepke noted that she has 3 EQIP applications approved.

CSP: Roepke has 4 CSP applications. Roepke noted that she has one CSP renewal.

MISC: Roepke reported that she attended an IET training in Thief River Falls and has a LWG meeting on April 25th.

PROGRAM TECHNICIAN REPORT

AIS: Powell reported that there will be an AIS Inspector training conducted in conjunction with Beltrami County on April 26th. Powell noted that the Inspectors have an advanced training on April 20-21 and will begin inspections on May 11th.

Tree Sales: Powell reported that due to the cold weather some of the nurseries are unable to dig up their trees so tree pick up dates have been changed to May 10th –May 12th. Powell noted that 75% of the trees have been sold to date.

Water Plan: Powell reported that he attended the Mississippi Headwaters 1 watershed 1 plan meeting on March 23rd.

Soil Health Program: Powell noted that Beltrami County may be interested in using the No-Till-Drill.

Other:

Meetings: Powell reported that he will be attending the Local Work Group Meeting on April 25th and a TEP Committee Meeting on May 3rd.

Office Updates: Powell reported that on April 4th he went to Moorhead FSA to acquire two new office desks. Powell noted that the SWCD staff have been reorganizing the office and filing system.

WATER PLAN COORDINATOR

Introduction: Board welcomed Jamin Carlson to the SWCD as the new Water Plan Coordinator.

DISTRICT MANAGER REPORT

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

Profit & Loss: Income: Buell noted that in the month of March the SWCD recognized revenue from plat books sales, tree tube sales, tree sales, interest earned on accounts and tree order overpayments. **Expenses:** Buell noted that outside of regular expenses for the month of March additional charges were added to line items; Employee training and AIS supplies.

Monthly Treasurer's Report: Buell noted that for the month of March, outside of normal expenses there was a payment made to Khimara our website domain host for our annual subscription and a payment to Mapping Solutions for Plat Books.

Deposit Detail: Buell noted that in the month of March deposits included, tree deposits, plat book sales, Envirothon donations and interest earned.

Balance Sheet: Buell reported that at the end of March the Checking Account balance was \$227,853.73. Buell noted that the Accounts Receivable balance in March was \$2822.97. Buell noted that this amount was open invoices for Plat Books and Tree Sales. Buell noted that the accounts payable balance is \$12,308.92 which is open tree invoices that will be paid in May after tree sales have concluded.

A motion to accept the March financial reports was made by Rydeen. Second by Lewis. **Motion carried 5-0.**

DISTRICT OPERATION-Board Action Items

End of the Year Report: Buell reviewed the End of the Year Report with the Board. Buell noted that BWSR has approved the report. Lewis made a motion to accept the End of the Year report as submitted. Second by Stradlien. **Motion Carried 5-0.**

Audit Bid: Cobenais made a motion to accept the Audit Bid from Peterson Company in the amount of \$2,275 with a possible \$150 extra charge for amortized schedules. Second by Lewis. **Motion Carried 5-0.**

Fair Booth Rental: Cobenais made a motion to pay the \$150 Fair Booth Rental fee again this year. Second by Rydeen. **Motion Carried 5-0.**

Other:

Biennial Budget: Buell distributed a copy of the Biennial Budget that was submitted to BWSR for the board to review.

2018 Local Capacity Funding: Buell reported that the 2018 Local Capacity budget was approved in e-link.

A motion to adjourn the meeting at 9:28 a.m. was made by Rydeen. Second by Lewis. **Motion carried 5-0.**

Harlan Strandlien, 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.