* **Minutes of the Pipestone Soil and Water Conservation District Meeting**

 **January 13th 9:00 a.m. at EMS building Pipestone, Minnesota**

**Board Members Present:**

Bill Folger, Chairman

Ian Cunningham, Vice-Chairman

Vacant, Secretary/Treasurer

Cal Spronk, Programs

Ken Christensen, PR&I

**Board Members Absent:**

None

**Others Present:**

Luke Johnson, Kyle Krier, Melissa Rosendahl, Kyle Kuphal, Lance Wheeler, Laura DeBeer, Nicole Schwebach, Danielle Evers, Cheryl Heard, Matt Taubert

Chairman Folger called the meeting to order at 9:05 a.m.

1. **Approve Agenda**

Motion made by Cunningham, seconded by Christensen to approve the agenda with item E under new business being handled first. Affirmative: all. Oppose: none. Motion carried.

1. **Approval of Minutes**

Motion made by Christensen, seconded by Cunningham to approve the minutes of the December board meeting. Affirmative: all. Oppose: none. Motion carried.

1. **Approval of Financial Report & Bills**

Cunningham made a motion to accept and file the financial reports and approve the payment of bills. Christensen seconded the motion. Affirmative: all. Oppose: none. Motion carried.

**New Business:**

1. 2020 Financial Audit Review
	1. Matt Taubert with MTCO provided a 2020 Audit packet and provided the Board with a summary of the audit findings. Motion by Christensen, second by Cunningham to accept and file the 2020 audit.
2. 2021 Committee Assignments and Election of Officers
	1. Motion made by Cunningham to approve the SWCD officers and committee assignments as presented, motion seconded by Spronk. Affirmative: all. Oppose: none. Motion carried. (2022 officer and committee assignment page attached)

Chairman Cunningham then took over the meeting as Chairman.

1. Supervisor Application Review and Appointment
	1. Cunningham introduced the three applications that were received for District 5 SWCD Supervisor. Michael Barron, Stephanie LaBrune, and Bradley Kruisselbrink. Cunningham asked is there were any other applications or recommendations, there being none, ballots were handed out for voting. Krier tallied the votes and there was a tie between Kruisselbrink and LaBrune. A second vote was held and another tie between Kruisselbrink and LaBrune. Cunningham then asked Commissioner Johnson to assign heads and tail for candidates and Schwebach would flip. Heads Brad, tails LaBrune were assigned and Schwebach flipped Heads. Motion by Folger, seconded by Spronk that Bradley Kruisselbrink be appointed as District 5 Supervisor. Affirmative: all. Oppose: none. Motion carried.
2. GBERBA Contract for Services
	1. Krier reviewed the GBERBA contract with the board, the contract runs through December 31, 2023. 2022 budget amount for Area 5 Certification Specialist position is $107,190.00, this amount includes wages, benefits, transportation, rent, training, and all other position expenses. Motion by Folger to approve signature of the GBERBA contract, seconded by Spronk. Affirmative: all. Opposed: none. Motion Carried
3. SWCD Policy Review
	1. The current SWCD policy was reviewed, Krier commented that the previously approved policies for the SRAM program and Groundwater Quality Nitrate Reduction Program were added to the policy. There being no other changes, Motion by Christensen, seconded by Spronk to file policy. Affirmative: all. Oppose: none. Motion carried.
4. Groundwater Quality Nitrate Reduction Voucher
	1. DeBeer presented a cover crop contract for Merle Zeinstra, contract #01-23, 62 acres in the amount of $7,440.00. Motion by Folger, seconded by Christensen to approve payment. Affirmative: all. Oppose: none. Motion carried.
5. HWY 14 Soil Health Tour
	1. Evers presented that she is planning a HWY 14 tour which will include a Lake Benton stop and asked if board would sponsor this stop with an amount of $300.00. Motion by Folger, seconded by Christensen to sponsor with $300. Affirmative: all. Oppose: none. Motion carried.
6. Employee Reviews: Laura DeBeer and Nicole Schwebach
	1. Krier presented DeBeer’s review to the board stating that her review was favorable and suggested to the board that she receive a step increase as of 1/4/2022. Krier presented Schwebach’s review to the board stating that her review was favorable and suggested to the board that she receive a step increase as of 1/13/2022. Folger made a motion to approve both reviews with step increases, Christensen seconded the motion. Affirmative: all. Oppose: none. Motion carried.

**County Commissioner Report:**

Johnson – Attended meeting with State agency commissioner and there is African swine fever in the Dominican Republic and avian flu in Canada so may not be good for US. Board is also considering other options for SW Mental Health Building. RCRCA project on hold for the winter.

**Supervisor Reports:**

Christensen – Attended Area II and RCRCA meeting, there was a large water retention structure installed on private lands and 90% of project cost were paid by landowners, because they just wanted to control flooding, County contributed some funds also.

Folger – nothing

Spronk – nothing

Cunningham – NACD convention for February is still planned to be in person, auction items are available online. Congress is limiting visitors so latest NACD meeting to DC has been cancelled.

**Manager’s Report:**  Elink reporting is pretty much completed, due February 1st 2022. Reminded supervisors to complete Campaign Finance and Public Disclosure by end of January.

Next meeting will be February 10th at 9 a.m.

 **Adjournment:**

 There being no further business; Chairman Cunningham declared the meeting adjourned.

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Cal Spronk, Secretary

**2022 SWCD Board Positions & Committee’s**

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***Officers***

Chairman - Ian Cunningham

Vice Chair- Cal Spronk

Secretary / Treasurer- Ken Christensen

Programs- Bill Folger

PR & I-

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***SWCD Committees***

Personnel – Ian Cunningham

 Cal Spronk

Conservation & Zoning Liaison- Luke Johnson, County Commissioner

 Les Nath, County Commissioner

 Bill Folger

 Ken Christensen

RCRCA- Primary:

 Alternate: Ken Christensen

Missouri River 1W1P Primary: Ken Christensen

 Alternate:

S.W. Prairie T.S.A. - Primary: Cal Spronk

 Alternate: Bill Folger