

**Becker Soil and Water Conservation District
Board of Supervisors Regular Meeting
Wednesday, January 18, 2012**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held on Wednesday, January 18, 2012, at 8:00 a.m. in the Conference Room of the Ag Center Building, 809 8th St. S.E., Detroit Lakes, Minnesota.

Those present were supervisors Duane Grossman, Jerome Flottesmesch, Tony Beck, Don Lefebvre, Joe Stenger, Dist. Conservationist Ed Musielewicz, Dist. Secretary Ginger Flynn, Dist. Technicians Ed Clem and Dean Hendrickson, and Dist. Administrator Brad Grant.

The meeting was called to order by Chairperson Grossman.

The first item of business was reorganization of the Board of Supervisors.

Dist. Administrator Grant, called for nominations for Chairperson. Supervisor Flottesmesch nominated Tony Beck for Chairperson and moved that nominations cease and a unanimous ballot be cast for Beck, seconded by Lefebvre. Affirmative: Unanimous. Carried

The chair was turned over to Chairman Beck.

Supervisor Lefebvre nominated Jerome Flottesmesch for Vice-chairperson and moved that nominations cease and a unanimous ballot be cast for Flottesmesch, seconded by Grossman. Affirmative: Unanimous: Carried.

Supervisor Flottesmesch nominated Don Lefebvre for Secretary and moved that nominations cease and a unanimous ballot be cast for Lefebvre, seconded by Grossman. Affirmative: Unanimous: Carried.

Supervisor Lefebvre nominated Duane Grossman for Treasurer and moved that nominations cease and a unanimous ballot be cast for Grossman, seconded by Flottesmesch. Affirmative: Unanimous: Carried.

The December minutes were presented.

Motion (Flottesmesch, Lefebvre) to approve the December Minutes as sent out and received by the supervisors. Affirmative: Unanimous: Carried.

The meeting dates for 2012 were discussed.

Motion (Flottesmesch, Grossman) that 8:00 a.m. of the 3rd Wednesday of each month, at 809 8th St. S.E., in Detroit Lakes be set for the regular meetings of the Becker Soil and Water Conservation District Board of Supervisors' for 2012. Affirmative: Unanimous: Carried.

Motion (Flottesmesch/Grossman) to designate Bremer Bank of Detroit Lakes as the main depository for the District, and all other local banks as secondary depositories for 2012. Affirmative: Unanimous. Carried.

**Becker Soil and Water Conservation District Board of Supervisors Regular Meeting
Wednesday, January 18, 2012**

Page | 2

Motion by (Flottesch/Grossman) to designate the Detroit Lakes Tribune as the official newspaper for the District. Affirmative: Unanimous: Carried.

Ginger asked the Board to consider raising the Districts depreciation schedule limit. It currently is at \$700. Becker County is \$25,000. It was noted that the District does keep a property list, and does not have many high valued items, so the depreciation schedule could be raised.

Moved (Stenger, Grossman) to raise the Becker SWCD depreciation schedule to \$25,000. Affirmative: Unanimous: Carried.

Ginger presented the final close-out of the 2010 Cost-Share Report for review and approval.

Motion (Lefebvre, Flottesch) to approve the final 2010 Cost-Share Program Report as presented and forward to BWSR. Affirmative: Unanimous: Carried.

The December financial reports and bills were presented. Brad noted in addition to the financial reports that the Districts no-till drill has been sold by RDO of Hawley. Brad also requested that \$3,000 of the 2012 cost-share funds be designated for abandoned well sealing and \$15,000 for the 2012 Tree Program.

Moved (Lefebvre, Grossman) to approve the financial statements, payment of bills, and the 2012 cost-share funds designation as presented. Affirmative: Unanimous: Carried.

The following 2012 organizational dues were presented:

- Minnesota Association of Soil & Water Conservation Districts \$2,795.00
- National Association of Soil & Water Conservation Districts \$775.00
- Area I, Association of Soil & Water Conservation Districts \$150.00
- Minn. Association of County Ag Inspector \$75.00

Moved (Flottesch, Lefebvre), to approve payment of the above listed 2012 organizational dues as presented. Affirmative: Unanimous. Carried.

Educational Program Requests – Requests for sponsorships of the 2012 Jr. and Sr. Envirothon Programs (\$150.00) and the Ag-in-the-Classroom Program (\$125.00) were presented. These are both budgeted programs.

Moved (Grossman, Stenger) to approve payment of the above listed educational programs for amounts presented. Affirmative: Unanimous. Carried.

Reports:

Dist. Conservationist Ed Musielewicz – reported on the following:

- Heard conference call on EQIP and AWEP programs. 22 million and 1.8 million for AWEP in Minnesota. Scoring periods end January 27th, and February, and March.
- CSP sign-up has been extended to January 27th.
- Working on program payments and modifications.
- A memorandum of understanding between USDA, EPA and the State of Minnesota to develop Minnesota Ag Water Quality Certification Program.

Becker Soil and Water Conservation District Board of Supervisors Regular Meeting

Wednesday, January 18, 2012

Page | 3

Dist. Technicians – Ed and Dean reported on the following:

- Working on Certified Wetland Determinations for the farm program participates. BWSR and NRCS visited with Ed to review his certification work on the wetlands.
- Reporting practices on Elink for the CWL grants and cost-share programs. Will take most of January to report. Must be done by Feb. 1st.
- Dean summarized the construction season and noted it continued well into December.
- Starting to make contacts and prepare tree plans for 2012 spring planting.

Clean Water Legacy Grants (CWL) – Brad noted that the way the funds for CWL grants are received is changing. In the past we have received 90% of the grant dollars up front. That will change for the new grants. We will now receive 50% up front, 40% when the 50% is expended and the final 10% upon completion of the grant. This may change the timing of when payments are made to landowners for practices installed.

Moved (Flottesmesch, Grossman) that staff develop a policy on how these changes may change the timing of payments to landowners. Affirmative: Unanimous. Carried.

MASWCD Information –

MASWCD Day at the Capital is set for February 15th and 16th.

Election Districts – As 2012 is an election year, the MASWCD sent out information on Election District options for supervisors to consider. They can remain elected at large and represent the Natural Resource Districts that have been established for years or they can change to adopt the same boundaries as the county commissioners. The supervisor reviewed the information and took no action to change.

SWCD Self-Assessment Tool – The MASWCD has created an SWCD Leadership/Self-Assessment Tool that provides SWCD's an opportunity to step back and address more fundamental issues. Brad noted that areas of the assessment tool discuss such items as SWCD governance, coordination & collaboration, staff development, personnel policies, and job descriptions. As we move forward with the shoreland specialist position, we will be developing job descriptions, etc. Now may be the time to review all the job descriptions and the district operational policies and employee handbook.

Motion (Flottesmesch, Grossman) to have the administrator prepare a new personnel policy and policy handbook and review the SWCD's Mission Statement and bring to the board. Affirmative: Unanimous. Carried.

Technical Approval Authority (TAA) – Brad reviewed the information from BWSR on increasing TAA skills for district employees. The first step inventory current TAA across the state, identify TAA use and gaps, help to coordinate and prioritize future training. Brad has entered the current staffs TAA on Elink as requested.

Becker Soil and Water Conservation District Board of Supervisors Regular Meeting

Wednesday, January 18, 2012

Page | 4

Ag Inspector Program –

- The Annual Township Noxious Weed Training will be March 15th in Callaway.
- Notification of the National Fish and Wildlife Foundation Grant we applied for should be coming out later this month.

Wetland Conservation Act –

- Viewed site on Ice Cracking Lake for possible filling.
- Continue to receive request to excavate in wetlands for wildlife habitat.
- Working with landowner on Little Cormorant Lake on old violation.
- Removal of sediment on Moccasin Creek is being discussed.

Cost-share Program –

The following cost-share contracts were presented for cancelation:

Cont. #11-23 well sealing, landowner will re-sign up.

Cont. #HCNB-6, funds not needed as funds provided from BRRWD Grant for Hay Creek Area.

Moved (Lefebvre, Flottesmesch) to cancel the above listed cost-share contracts. Affirmative: Unanimous: Carried.

The following abandoned well sealing contracts were presented for consideration:

Cont. #12-2 with William Steffl.

Cont. #12-3 with Brad Hoffert

Moved (Flottesmesch, Lefebvre) to approve the above listed well sealing contracts for 50% of the cost, not to exceed \$240.00 per contract. Affirmative: Unanimous. Carried.

The following windbreak contract was presented for consideration:

Cont. #12-4 with Bryan Christensen, farmstead windbreak. Estimated cost \$756.00, eligible cost-share \$527.00.

Moved (Grossman, Flottesmesch) to approve the above listed contract for the amounts presented. Affirmative: Unanimous. Carried.

The following Native Buffer/Shoreland Protection contract was presented for consideration:

Cont. #NB-10-6 with Jeff Perkins, shoreland restoration. Estimated cost \$8,300.00. Eligible cost share 75% not to exceed \$6,197.00.

Moved (Grossman, Flottesmesch) to approve the above contact for the amounts presented. Affirmative: Unanimous. Carried.

The following contracts were presented for payment authorization:

Cont. #11-18 with Barry Nelson, water and sediment control basins. Total cost. \$20,727.00.

This is a joint cost-share with Buffalo Red River Watershed District. Eligible cost-share payment \$3,126.00. Eligible BRRWD payment \$3,126.00.

**Becker Soil and Water Conservation District Board of Supervisors Regular Meeting
Wednesday, January 18, 2012**

Page | 5

Moved (Grossman, Stenger) to authorize state cost-share payment of \$3,126.00 and request payment from the BRRWD for \$3,126.00. Affirmative: Unanimous. Carried.

Clean Water Legacy (CWL) contract #11-4 with Matthew Bjerke, water and sediment control basins was presented for payment authorization. Total project cost \$31,568.00. Eligible CWL payment \$8,730.00.

Moved (Grossman, Stenger) to authorize payment of CWL Cont. #11-4 for \$8,730.00. Affirmative: Unanimous: Carried.

Other -

- The next meeting of the Central Plains Well Monitoring Network is scheduled for February 8th in St. Cloud. Ed and Brad will attend.
- The West Central Initiative Foundation is sponsoring a meeting on Accessing Legacy Act Funds on February 2 in Fergus Falls from 4 – 6 p.m. Brad plans to attend.

Chairman Grossman read a letter from supervisor Stenger stating that due to work commitments he is resigning as supervisor of the District effective at the end of today's meeting. The supervisors understood supervisor Stengers' position and thanked him for his service to the District.

Moved by (Grossman, Flottemesch) to accept supervisor Stenger's resignation with regrets. Affirmative: Unanimous. Carried.

Minnesota State: states that if a vacancy occurs on the board more than 56 days before the next state primary, the SWCD board shall fill the vacancy by appointment. The appointed supervisor then holds office until the first Monday in January following the next general election. A successor shall be elected at the general election following the appointment and hold office for the remainder of the term or for the next regular term, whichever is appropriate.

The supervisors discussed filling the vacancy. Supervisor Grossman stated that he had visited with Kathy Stenger if she would be interested in the vacancy. She is clerk of the Height of Land Town Board and is a member of the CWMA Invasive Weed Committee for the District.

After further discussion, motion by (Grossman, Flottemesch) to appoint Kathy Stenger to the Board of Supervisor to complete the term of the vacancy. Affirmative: Flottemesch, Lefebvre, Grossman. Opposed: None. Motion carried.

Being no further business the meeting was adjourned by chairman Beck.

Approved: Don Lefebvre, District Secretary

Date: February 15, 2012