

**Becker Soil and Water Conservation District
Board of Supervisors Regular Meeting
Wednesday, December 19, 2012**

The regular meeting of the Becker Soil and Water Conservation District Board of Supervisors was held at 8:00 a.m. on Wednesday, December 19, 2012 in the Conference Room of the Ag Center Building, 809 8th St. S.E., Detroit Lakes, Minnesota.

Those present were supervisors Duane Grossman, Tony Beck, Don Lefebvre, Kathy Stenger, Jerome Flottesmesch, Dist. Administrative Asst. Ginger Flynn, newly hired Dist. Administrative Asst. Jen Wentz, NRCS Technician Jeff Norby, Dist. Technician Ed Clem, and Dist. Administrator Brad Grant.

The meeting was called to order at 8:06 a.m. by Chairman Beck.

Motion by (Flottesmesch, Grossman) to approve the November 21st regular meeting minutes as sent out and received by the supervisors. Affirmative: Unanimous. Carried.

The November financial statements and bills for approval were presented.

Motion by (Flottesmesch, Stenger) to designate \$2,000 of FY 2013 cost-share funds for well sealing. Affirmative: Unanimous. Carried.

Motion (Grossman, Stenger) to approve the financial statements and payment of bills. Affirmative: Unanimous. Carried.

Motion (Grossman, Flottesmesch) to approve the 4th quarter Supervisors' vouchers and extra meetings. Affirmative: Unanimous. Carried.

Extra meetings are as follows:

Oct 18 – Committee Meeting of the Whole – All

Oct 25 – Area 1 Meeting in Callaway – All

Nov 5 – Hiring Committee Reviewing Applications – Tony and Kathy

Nov 15 – Interviews for Administrative Assistant position – All

Nov 28 – Committee Meeting of the Whole – All

Dec 2, 3, and 4 – MASWCD Annual Convention – Tony, Kathy, Duane, Jerry

Motion (Flottesmesch, Stenger) to authorize payment of all year-end bills. Affirmative: Unanimous. Carried.

Additional discussion led to further talks regarding Capital Assets and found that our current limitation of \$25,000 is set too high for our agency's size.

Motion (Flottesmesch, Stenger) to approve a new Capital Asset limit of \$7,500. Affirmative: Unanimous. Carried.

The employee's 2012 Comp Time report was presented. Dean and Ed C. indicated they will be using up their comp time hours.

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Motion (Stenger, Lefebvre) to approve the Comp Time report and authorize payment of Ginger's comp time. Affirmative: Unanimous. Carried.

Reports –

NRCS Technician – Jeff Norby reported on the following:

- Still processing CSP payments for 2012
- Training sessions on new EQIP program payment schedules
- AWEP funding 2.7 million
- All CRP programs still on hold due to no farm bill
- 5% spot of our engineered practices will be done by the area NRCS office

Dist. Technician – Ed Clem reported on the following:

- As built surveys are ready for engineering spot checks
- Working in eLink for state cost-share practices and Clean Water Legacy (CWL) grants
- Continue interviews with nitrate trend analysis on private wells
- Marsha, Brad, and Ed visited Cass SWCD regarding their shoreland program
- Wetland Conservation Act (WCA) has slowed, yet a few want wildlife excavations
- Attended Red Eye River TMDL meeting in Wadena
- Minnesota Pollution Control Agency (MPCA) starting TMDL with extensive analysis of rivers and SWCD involvement
- Will begin working on tree plans

MASWCD Conference – The supervisors reported on the MASWCD Conference held in Bloomington, MN with highlights of the discussion and comments of good information received. There was talk regarding committees. Jerome indicated he is willing to continue on the resolution committee.

Lake Flora Restoration Update – Brad met with the City Clerk of Lake Park and had the JPB engineering staff view the site. Found some questions on several old Burlington Northern agreements which we asked the city to look into before proceeding.

Ag BMP Program Meeting – 2013 Application Process – Brad attended the annual review meeting which was held in Detroit Lakes. We will be asking for authorization to apply for funds in 2013.

2013 CWL Grants – Brad noted \$230,000 accelerated improvement grant with JPB was not approved. BBR is still on board, possibly fall of 2013. \$117,000 for the Cormorant Lakes Area was not approved. Exceptional Water Resource for White Earth, Big Sugar Bush, Cormorant, Bad Medicine, and Strawberry Lakes was not funded. The Buffalo Red Watershed shallow lakes grant, consisting of nine small, shallow lakes was funded and approved for \$398,000 towards buffers and basins.

2013 Budget Review – Presented by Brad and Ginger. Items discussed were employee compensation and benefits, end-of-year contributions and the impact on the budget. Health insurance and the monthly medical allowance base were discussed for increase and adjustment in 2013.

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Motion (Stenger, Flottesmesch) to approve a \$40 increase of the employees monthly medical allowance in 2013 which will change from \$744.00 to \$784.00. The 2% wage increase for 2013 was approved as well.

Wetland Conservation Act – Ed Clem and Brad noted that there were still some excavations being performed even though it's quiet this time of year.

Ag Inspector Program – Marsha reported on recent Ag Inspector issues.

- MACAI Executive meeting was held in St. Paul and she discussed issues brought forward
- Annual County Ag Inspector training to be held in Red Wing in July 2013
- Attended the MN Native Landscapes meeting held on December 11, 2012 in Foley, MN
- Coop Weed Management grant has funds still available for trail use
- Covered tansy reduction efforts
- Marsha requested funds from administration to attend the Northern Green Expo for educational purposes
- 2013 shoreland planting stock and sources

Shoreland Restoration Program – Jolly Fisherman Resort project is signed and total cost is \$1,997 with a state cost-share portion of \$750 and landowner share of \$1,227. Marsha made a supply request for her new position as Shoreland Specialist.

Motion (Grossman, Flottesmesch) to approve up to \$500 capital equipment for shoreline program startup.

Cost-share Contracts – The following cost-share contracts were presented for payment authorization:

Partial payment for Cont. # CWL-11-6 with Okeson Farms Partnership for a grade stabilization project. Project cost \$22,438.03. Partial payment from Clean Water Legacy funds at this time \$20,194.22.

Cont. #12-10 with Charles Amundson, abandoned well sealing. Total cost of sealing \$350.00 . Eligible cost-share payment \$175.00.

Motion (Grossman, Lefebvre) to authorize payment of the above cost-share contracts for the amounts listed. Affirmative: Unanimous. Carried.

Brad noted that cost-share contract #12-18 with Eric Klein for well sealing had past the timeline for completion as required for well sealing. Mr. Klein stopped in and canceled his contract #12-18 and noted that he had received an extension from the Department of Health. Mr. Klein re-applied for cost-share with a new contract.

The following well sealing contracts were presented for consideration:

Cont. #12-21 with Eric Klein
Cont. #12-22 with Eric Hegna

Motion (Flottesmesch, Lefebvre) to approve the above listed well sealing contracts for 50% of the cost, not to exceed. \$240.00.

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Cont. #12-23 with Roger Burnside, windbreak was presented for consideration. Total cost estimate \$577.00. Eligible cost share \$376.00.

Motion (Stenger, Grossman) to approve cont. #12.23 for 75% of the cost, not to exceed \$376.00.

Brad noted that Contract #CWF-2012-5 with Marlin Larson should be canceled as the land has been sold and the new owner Tom Bergren has signed up to carry out the conservation practice.

Motion (Flottemesch, Stenger) to cancel Cont. #CWF-2012-5 with Marlin Larson and approve Cont. #CWF-2012-8 with Tom Bergren for \$5,512.00 for a water and sediment basin project. Affirmative: Unanimous. Carried.

Cont. #NB-10-8 with Anne Buelow and Donald Snobl for shoreland protection was presented. Estimated cost \$1,977.20. Cost-share request \$750.00.

Cont. #NB-10 with Merle Zimmerman for shoreland protection was presented. Estimated cost \$4,800. Cost-share request \$1,062.94.

Motion (Flottemesch, Stenger) to approve the above listed shoreland protection contracts as presented and for the amounts listed. Affirmative: Unanimous. Carried.

Other Areas of Business –

- Brad noted that the lease agreement of the office space shared by NRCS and SWCD is up for renewal in 2013; the Board of Supervisors may want to join that discussion and assess the space needs of the District
- Brad spoke of the 2013 Tree Program advertising after the New Year
- Ginger spoke about the Minnesota Counties Intergovernmental Trust (MCIT) Employee Assistance Program
- Ginger handed out her letter of resignation to all Supervisors. Her last day with the District will be March 31, 2012
- Ginger noted the need for a review of the Districts handbook and approval before formatting and updating
- Computer and software needs were discussed for the office and a request for funds was discussed

Motion (Flottemesch, Stenger) to approve up to \$1,500 on the purchase of a new computer for the recently hired Dist. Administrative Assistant replacing Ginger.

Being no further business, motion (Grossman, Stenger) to adjourn at 12:06 p.m. Affirmative: Unanimous. Carried.

Approved: Don Lefebvre, Becker SWCD Secretary

Date: January 16, 2013