

MINUTES
Board of Supervisors Meeting
January 19th, 2017
Grant Soil & Water Conservation District
712 Industrial Park Blvd, Elbow Lake, MN 56531

Chairman Larson called the meeting to order at 9:00 a.m.

Members Present: Randy Larson, Chairman
Paul Groneberg, Vice-Chairman
Odell Christenson, Treasurer
Don Dally, Personnel Director

Members Absent: Larry Stephens, Member

Others Present: Drew Mosburg and Brent Gulbrandson, NRCS
Joe Montonye, Loren Olson, Jared House and Mary Jo Knutson, Grant SWCD

Secretary's Report: Motion was made by Groneberg, seconded by Christenson to approve the regular Board meeting minutes of the December 29th, 2016 meeting. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: Larson. Motion Carried.

Treasurer's Report: No Report.

Correspondence:

1. **MASWCD Legislative Briefing & Day at the Capitol**—Legislative Day will be held March 20-21 - None of the Supervisors are able to attend, Montonye may attend.
2. **2017 Midwest Soil Health Summit – February 15-16 – Bigwood Event Center, Fergus Falls**—At this time Olson, House and Dally plan on attending.

New Business:

1. **Oath of Office**—Christenson and Dally took the Oath of Office.

New Business: (continued)

- 2. Reorganization of the Board and Committee Appointments – Pomme de Terre River Association JPB, Technical Service Area (TSA) #1 JPB, Buffer Committee and Secretary to the Board of Supervisors**— Motion was made by Groneberg, seconded by Christenson to elect Larson to the office of **Chairman**. Affirmative: Groneberg, Christenson and Dally. Opposed: None. Motion Carried.

Motion was made by Christenson, seconded by Dally to elect Groneberg to the office of **Vice-Chairman**. Affirmative: Larson, Christenson and Dally. Opposed: None. Motion Carried.

Motion was made by Groneberg, seconded by Dally to elect Christenson to the office of **Treasurer**. Affirmative: Larson, Groneberg and Dally. Opposed: None. Motion Carried.

Motion was made by Groneberg, seconded by Christenson to elect Dally to the office of **Personnel Director**. Affirmative: Larson, Groneberg and Christenson. Opposed: None. Motion Carried.

Motion was made by Christenson, seconded by Groneberg to elect Stephens to the office of **Member-at-Large**. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried.

Larson made the following committee appointments for 2017: Groneberg to the Pomme de Terre River Association JPB, Christenson to the Technical Service Area #1 JPB and Montonye can vote in Christenson's absence, Larson and Christenson to the Grant County Buffer Committee and Knutson will serve as Secretary to the Board.

- 3. Pomme de Terre Report**—Groneberg reported that they have hired a new coordinator, Stephanie Adams and he also gave a grants update. The next JPB meeting will be held February 10th.
- 4. NRCS Report**—Mosburg reported on CSP payments, EQIP getting ready for ranking, CSP sign-up and reported that the NRCS area boundaries are getting split up.

Mosburg left the meeting at 9:50.

- 5. 2016 Year-End Financial Reporting**—Motion was made by Christenson, seconded by Dally to have Peterson Company LTD do the year-end financial reporting at a cost of \$900,000. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion carried.

New Business: (continued)

6. **Authorize Montonye to sign CWF and or 319 Projects**—Motion was made by Groneberg, seconded by Dally to authorize Montonye to sign CWF or 319 project contracts. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried.
7. **Approve FY2017 Clean Water Fund SWCD Local Capacity Grant**—Motion was made by Christenson, seconded by Groneberg to approve the 2017 Local Capacity Grant in the amount of \$122,750.00. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: none. Motion Carried. The Work Plan for this grant needs to be completed by February 10th.
8. **Review Pomme de Terre CWF Conservation Practice Assistant Contract – Jay Johnson**—Board reviewed the Cost-Share contract for Jay Johnson for Water & Sediment Control Basins in section 24 of Sanford Township. Estimated cost of the project is \$20,048.00 with EQIP paying \$9,756.00 and Pomme de Terre CWF \$5,280.00. The project is contingent on EQIP funding.
9. **Review Pomme de Terre CWF Conservation Assistance Contract – John Kappahn**—Board reviewed the Cost-Share contract for John Kappahn for a Water & Sediment Control Basins in section 4 of Pomme de Terre Township. Estimated cost of the project is \$12,216.00 with EQIP paying \$8,087.00 and Pomme de Terre CWF \$1,075.00. The project is contingent on EQIP funding.
10. **Review Pomme de Terre CWF Conservation Assistance Contract – J.L. Meagher**—Board reviewed the Cost-Share contract for J.L. Meagher for Water & Sediment Control Basins in section 18 of Pelican Lake Township. Estimated cost of the project is \$18,820.00 with EQIP paying \$6,345.00 and Pomme de Terre CWF \$7,770.00. The project is contingent on EQIP funding.
11. **Other Waters Summary**—Board discussed. There will be a buffer committee meeting on February 28th.

Gulbrandson left the meeting at 10:15.
12. **2017 MASWCD Dues**—Motion was made by Groneberg, seconded by Dally to approve payment of the 2017 MASWCD Dues in the amount of \$2,395.88. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried.
13. **Request from Area I Envirothon Committee for a Donation**—Motion was made by Dally, seconded by Christenson to approve payment to the Area I Envirothon in the amount of \$300.00. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried.

New Business: (continued)

14. **Designate Depository for District Funds**— Motion was made by Christenson, seconded by Groneberg to continue with the checking and savings accounts at Bank of the West in Elbow Lake and to continue to shop around when purchasing a certificate of deposit for the best interest rate as they mature. Affirmative: Larson, Groneberg and Christenson. Opposed: Dally. Motion Carried.
15. **Mileage Rates and Supervisor Compensation Rates**—Motion was made by Christenson, seconded by Groneberg to use the IRS standard mileage rate of \$.53 ½ for 2017 and continue to pay supervisor compensation at a rate of \$75.00/day (the maximum). Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried
16. **Review Personnel Evaluations**— Montonye reviewed the personnel evaluations for Knutson, Olson and House. Dally reviewed Montonye’s personnel evaluation. Complete personnel reviews are on file at the SWCD office.
17. **Review Employee Salaries**—Motion was made by Dally, seconded by Groneberg to approve the staff’s proposed salaries for 2017. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried.

Motion was made by Christenson, seconded by Dally to pay the 2016 Year-End bills #12775 - #12785 and the January 2017 bills # 12786 - #12798 and all debit card withdrawals as presented. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried.

Dally left the meeting at 11:10.

Motion was made by Christenson, seconded by Groneberg to adjourn the meeting at 11:28 a.m. Affirmative: Larson, Groneberg, Christenson and Dally. Opposed: None. Motion Carried.

January minutes were approved at the February 23rd, 2017 Board Meeting.