

MINUTES FROM THE December 10th, 2009 REGULAR BOARD MEETING

The meeting of the Lake of the Woods Soil and Water Conservation District was held in the Conference Room of the Federal Building in Baudette, MN on December 10th, 2009.

Meeting was called to order by Marshall Nelson at 6:00 p.m.

Members Present: Marshall Nelson, Russell Hansen, John Sonstegard

Members Absent: Roger Krause, Scott Pieper

Others Present: Land and Water Planning Director, Josh Stromlund
Resource Technician, Mike Hirst
Resource Technician, Corryn Trask
NRCS District Conservationist, Kelly Voigt

Motion to approve December 10th, 2009 agenda: Sonstegard Second: Hansen
Affirmative: Nelson, Hansen, Sonstegard Opposed: None
Motion carried

Motion to approve November 12th, 2009 minutes: Sonstegard Second: Hansen
Attachment: summary of financial reporting corrections
Affirmative: Nelson, Hansen, Sonstegard Opposed: None
Motion carried

Motion to approve November treasurer's report: Hansen Second: Sonstegard
Affirmative: Nelson, Hansen, Sonstegard Opposed: None
Motion carried

Motion to approve bills from December 10th, 2009 agenda: Hansen Second: Sonstegard
Affirmative: Nelson, Hansen, Sonstegard Opposed: None
Motion carried

District Business/Information

Settle up petty cash account

The petty cash account tracking sheet for 2009 received a positive review. All remaining account funds were deposited prior to the board meeting and the account was closed.

Establishing a petty cash account for 2010 was tabled until the January business meeting.

District promotional wear

A motion was made by Sonstegard, with a second by Hansen, to approve the purchase of one (1) shirt for supervisors and two (2) shirts for staff.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

Additional shirts are to be purchased at the individual's expense, although it was noted that additional shirts may be ordered at a later date depending on how the first order turns out. Trask would collect shirt sizes and styles at the next regular board meeting.

Rural Preserves Draft Plan

Trask presented draft Rural Preserves policy language, per BWSR guidance. The board requested additional information regarding the Rural Preserves Program, and no action was taken.

Drought Disaster contract amendments for extensions

Hirst notified the board that requests for end date extensions had been made. The cooperators needed additional time during the next construction season to complete their projects.

A motion was made by Hansen, with a second by Sonstegard, to approve amending the end date for James's FY07-06DDAP to November 30th, 2010.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

A motion was made by Hansen, with a second by Sonstegard, to approve amending the end date for Frohreich's FY07-03DDAP to November 30th, 2010.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

A motion was made by Hansen, with a second by Sonstegard, to approve amending the end date for Larson's FY07-05DDAP to November 30th, 2010.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

Feedlot Water Quality Management Grant contract amendments for extension

Hirst notified the board a request for contract end date extensions had been made. The cooperator needed additional time during the next construction season to complete his project.

A motion was made by Hansen, with a second by Sonstegard, to approve amending the end date for Undahl's FY07-01FWQMG to November 30th, 2010.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

NRCS Freedom of Information Act Cooperative Working Agreement

Voigt presented the NRCS FOIA Cooperative Working Agreement. It was explained that this new agreement would supersede the Attachment C previously signed by staff, and would cover all staff and supervisors of the District. See attachment to the December 10th, 2009 agenda for a copy of the agreement.

A motion was made by Hansen, with a second by Sonstegard, to authorize Chairman Nelson to sign the NRCS FOIA Cooperative Working Agreement "Acknowledgement of Section 1619 Compliance" .

Affirmative: Nelson, Hansen, Sonstegard

Opposed: None

Motion carried

Employee evaluations and wage review

Stromlund informed the board that he had conducted employee evaluations with Hirst and Trask. The board then discussed wage and cost of living increases for 2010 and the increase in health insurance premiums for 2010. The board opted to stick with the current wage scale, rather than adjust for cost of living.

A motion was made by Sonstegard, with a second by Hansen, to authorize a one step increase from a G10-Step 8 to a G10-Step 9 according to the SWCD wage scale which was derived from the 2006 Lake of the Woods County Schedule. The one step increase will apply to both employees starting at the first full pay-period of the new year.

Affirmative: Nelson, Hansen, Sonstegard

Opposed: None

Motion carried

Employee insurance updates

Hirst presented a spreadsheet breakdown of employee insurance rates from 2006-2010 and noted the increase in insurance premiums for 2010.

No changes were made to health insurance contributions for 2010.

2010 Budget and Budget vs. Actual

The draft 2010 budget was reviewed and adjusted to accommodate wage increases for both employees. The most current budget vs. actual statement was reviewed and accepted.

A motion was made by Hansen, with a second by Sonstegard, to adopted the 2010 budget as amended. See attachment to the December 10th, 2009 agenda for final approved budget.

Affirmative: Nelson, Hansen, Sonstegard

Opposed: None

Motion carried

Signatures on the 2010 Natural Resources Block Grant (NRBG)

The board reviewed the 2010 NRBG. A motion was made by Hansen, with a second by Sonstegard, to authorize Hirst and Nelson to sign the agreement for the 2010 NRBG Grant Agreement.

Affirmative: Nelson, Hansen, Sonstegard

Opposed: None

Motion carried

Rain gauge volunteer appreciation gifts

A motion was made by Sonstegard, with a second by Hansen, to purchase \$10 gift gas certificates with a \$10 match from Howards Oil for 2009 rain gauge volunteers.

Affirmative: Nelson, Hansen, Sonstegard

Opposed: None

Motion carried

Adoption of 2010-2020 Water Plan as the SWCD Comprehensive Plan

Resolution 11-12-2009

ADOPTING THE 2010 - 2020 LAKE OF THE WOODS COUNTY COMPREHENSIVE LOCAL WATER MANAGEMENT PLAN AS THE COMPREHENSIVE PLAN FOR THE LAKE OF THE WOODS SOIL AND WATER CONSERVATION DISTRICT

Supervisor Hansen offered the following resolution, No. 11.12.2009 and moved its adoption.

WHEREAS, the Lake of the Woods SWCD has been an active participant in the development and all updates of the Lake of the Woods County Comprehensive Local Water Management Plan (CLWMP); and

WHEREAS, the Lake of the Woods County CLWMP included a map and description of the soil classifications within the conservation district; and

WHEREAS, the Lake of the Woods County CLWMP identifies the areas within the conservation district where erosion, sedimentation, and related water quality problems are the most severe; and

WHEREAS, the Lake of the Woods County CLWMP has been approved by the BWSR and has been determined to be in compliance with all laws and rules governing water in the State of Minnesota; and

WHEREAS, the Lake of the Woods County CLWMP identifies high priority erosion, sedimentation, and water quality problems in accordance with BWSR rules and guidelines.

NOW THEREFORE BE IT RESOLVED:

That the Lake of the Woods SWCD adopts the Lake of the Woods County CLWMP as its Comprehensive Plan for calendar years 2009 and 2010.

Supervisor Sonstegard seconds the adoption of the resolution, and it was declared adopted upon the following votes:

Affirmative: Nelson, Hansen, Sonstegard
Motion carried

Opposed: None

Water Resources Survey

The supervisors filled out a survey from the Water Resources Center which will help in setting guidelines for a 25-year Water Plan and expenditures of the Constitutional Amendment funds. This framework was mandated by the State Legislature.

Office and field supply purchases

A motion was made by Sonstegard, with a second by Hansen, to approve purchasing up to \$750 in office supplies, as determined by the staff. Large ticket items would include media storage devices and additional shelves for the office.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

A motion was made by Sonstegard, with a second by Hansen, to approve purchasing up to \$150 in field identification books for the office.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

Cost share request

A motion was made by Hansen, with a second by Sonstegard, to enter into a cost share contract with Jesse Dzurewicz (Mark Harren acting as project manager) for a shoreline protection project. Cost share for the project will not exceed \$4956.03 or 50%, whichever is less. Project start date will be no later than December 31st, 2009 and the end date will be no later than May 1st, 2010. Funds for the project will come from FY09 State Cost Share dollars.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

Water Quality Forum travel request

A motion was made by Sonstegard, with a second by Hansen, to approve staff and supervisors to attend the Water Quality Forum in March of 2010.

Affirmative: Nelson, Hansen, Sonstegard Opposed: None

Motion carried

Liaison committee meeting

Stromlund discussed setting up a liaison committee meeting with the county board.

Ditch meeting with the County

Sonstegard gave an update on the recent ditch committee meeting that he attended.

The committee will be reviewing and updating the current work plan.

Convene Local Workgroup

Voigt requested that the SWCD staff be authorized to convene a local workgroup committee meeting in January. The board was in agreement.

New vehicle

The board was informed that the SWCD has received an extended cab pickup on loan from the County.

Pine/Currys Island update

Stromlund discussed his recent presentation to the DNR staff in regards to the disappearance of Pine and Curry Islands. The DNR staff would review the issue intern-

ally and determine its course of action. The staff discussed the next move, which could include rallying additional local support or sending a letter of support from both the County and SWCD boards. Nelson discussed the timing of bringing the issue to the attention of local legislators.

Stormwater utility districts and drainage maintenance funds

Stromlund talked about the recent staff meeting with the Public Works Director, Bruce Hasbargen. There was discussion of setting up a pilot program for a Stormwater Utility District, which would help establish a drainage maintenance fund for various minor watersheds. This is just one possible option to deal with funding issues for these smaller maintenance projects, but may be a feasible option in the future.

Cooperative Weed Management Area grants

Trask informed the board that she had submitted an application to establish a Cooperative Weed Management Area for Lake of the Woods County. She will be working with the Public Works Director to set up a meeting to share ideas and current plans with other local agency staff.

CRP mid-contract management signature

Hirst informed the board that he had recently signed a CRP mid-contract review form.

Report from the MASWCD Convention

Hirst and Sonstegard discussed some of the highlights from the MASWCD Convention.

Reports

Josh Stromlund - Land and Water Planning Director

Stromlund presented his report. See attachment to agenda.

Mike Hirst - Resource Technician

Hirst presented his report. See attachment to agenda.

Corryn Trask - Resource Technician

Trask presented her report. See attachment to agenda.

Kelly Voigt - NRCS District Conservationist

Voigt gave an update on CSP and handed out a sheet which tallied the conservation practices and contracts from the past year.

The next regular Board meeting has been set for January 14th, 2010 at 6:00 pm in the Conference Room of the Federal Building in Baudette, MN.

There being no further business, a motion was made to adjourn: Sonstegard Second: Hansen
Affirmative: Nelson, Hansen, Sonstegard Opposed: None
Motion carried

Meeting was declared adjourned at 9:20 p.m.

Secretary _____

Date _____