

Minutes of the Renville Soil & Water Conservation District Board of Supervisors regular meeting held on Monday, January 08, 2007 at the Ag Services Building in Olivia MN.

PRESENT: Loyal Fisher
Kathryn Kelly
Bill Radermacher
Marc Iverson
Jim Schafer

Also Present: John Stahl, Renville County Board; Dick Hagen; and SWCD & NRCS staff.

Meeting was **called to order** by Chair Loyal Fisher at 7:04 a.m.

MSC (Kathryn, Bill) to **approve the minutes of the December 18, 2007 Regular meeting.**

MSC (Jim, Bill) to **approve the preliminary December 2006 Treasurer's Report subject to audit.**

Regular December bills totaling \$33,618.25 were presented for approval. This included the rent paid to NRCS for the period 10/1/05-9/30/06 and the purchase of the 2005 Ford Taurus. **MSC (Bill, Jim) to approve the bills as presented.**

Karen informed the board that she received the MCIT insurance bill for 2007. Total amount of insurance is \$3,506 and the Worker's Comp is \$789. Karen reported that in the past there has been a large dividend based on MCIT claims. In 2006 that amount was \$1,646. She will pay the bill before the deadline of January 30th.

The MASWCD annual dues were presented for approval. Amount is \$2,281. **MSC (Kathryn, Jim) to approve payment of MASWCD dues for 2007.**

Staff Reports: See attached written reports

NRCS Report: See attached written report

Dick Hagen left the meeting at 8:20 a.m.

State Cost-Share:

Joe reported on a need for clarification regarding the State Feedlot Water Quality Management Grant. The grant was written requesting funds for three specific landowners in amounts based on their specific project needs. In the April 2006 Minutes there is mention of a grant for three landowners but no names listed. Joe is requesting that those minutes be amended to reflect that the grant application was for projects with Willard Karl, Jason Lang & Craig Ahrens to better align the minutes with State Cost-share requirements. **MSC (Kathryn, Jim) to amend the April 14, 2006 minutes to state that the SWCD will make an application to BWSR for a Feedlot Water Quality grant for projects with Willard Karl, Jason Lang & Craig Ahrens.**

Joe then presented a State Cost-Share Contract for Contract FWQM 01-07 with Jason Lang for practice D6 (Ag Waste Management) in Boon Lake Twp., Sec 3. The project cost is \$43,000 and the Cost-share contract is for \$10,594 on the basis of 75% cost-share. Additional cost-share will come from EQIP, Local Water Management and the Crow River project. **MSC (Jim, Bill) to approve Contract FWQM 01-07 with Jason Lang for \$10,594.**

Joe failed to set up a cost-share contract due to the FWQM Grant being earmarked specifically in Jason Lang's name. Joe did not realize the State Cost-Share process was the process to be used for FWQM grants. All future FWQM grants will follow proper process.

Joe requested that a partial payment be made to Jason Lang for work completed on Phase I of Contract FWQM 01-07 in the amount of \$6,720.31. Jason has presented bills for \$8,960. **MSC (Kathryn, Jim) to make partial payment of \$6,720.31 to Jason Lang for Contract FWQM 01-07.**

Joe presented Contract #2-07 for approval. The contract is with Amanda Ufkes and her property is located in Boon Lake Twp., Sec. 33. This is a farmstead shelterbelt, practice #D.4. with a total cost of \$2,332. Cost share to be encumbered is \$1,625 on the basis of 75% with associated technical assistance dollars of \$406.25 also encumbered. **MSC (Jim, Bill) to approve State Cost-Share contract #2-07.**

The agenda item of **2007 staff salaries** was tabled at the December 2006 meeting. As requested, Loyal presented additional information including the Federal pay schedule. Loyal moved that there be an across the board 5% raise for 2007. Jim seconded. There was discussion. Marc mentioned that the salaries seem to be in line with comparable county positions. He questioned across the board raises as they create a wider discrepancy between higher and lower paid staff and suggested taking some time to work out a more equitable system for increases for next year. The motion passed unanimously. 2007 employee salaries will be effective immediately and are Tom Kalahar \$24.24/hr, Joe Stangel \$20.47/hr and Karen Flom \$18.63/hr.

There was discussion regarding the **policy for reimbursement and per diem for Supervisor attendance at meetings.** **MSC (Marc, Kathryn) to approve the following policy:** At the January organization meeting of the Renville Soil & Water Conservation District, Supervisors will volunteer or be assigned by the Chair as representatives to meeting with partner agencies/groups. Per Diem and expenses will be paid for regularly scheduled meetings for the designated Supervisor or in their absence the alternate when a per diem is not paid by another agency.

In the case of meetings announced or arising between regularly scheduled SWCD regular meetings, the chair must be contacted for provisional approval, recognizing full approval of the board will be required at the next regularly scheduled district meeting.

If a Supervisor is interested in attending additional training, conventions, meetings, they will request authorization from the full board at a regularly scheduled meeting. Per Diem and expenses will be paid only with prior authorization as recorded in the official Board minutes.

Per Diem and expenses will be paid for a supervisor to attend the County Board meeting when there is an agenda item directly related to the local SWCD programs. Per Diem will be paid at the rate of \$75/day. Mileage will be paid at the IRS rate.

The following **2007 committee representatives** were elected by ballot. MSC (Marc, Bill) to approve the following selections:

Hawk Creek Watershed Project: Loyal with Jim as alternate
High Island Watershed Committee: Jim with Kathryn as alternate
Crow River JPB: Jim with Kathryn as alternate
MRS TSA: Loyal with Jim as alternate
Prairie Country RC&D: Jim with Loyal as alternate.
SWCD personnel Committee: Loyal & Kathryn with input from all Supervisors and recommendations by the committee to go to the entire Board for action.
Pro Ag: Jim with Loyal as alternate.

Karen reminded Supervisors that the car is now available and they should contact staff to have it reserved for meetings.

Officers were discussed: MSC (Kathryn, Bill) to approve the following 2007 Officers:

Chair: Loyal Fisher
Vice Chair: Bill Radermacher
Sec/Treas: Marc Iverson
PR&I: All Supervisors with Kathryn as the first contact.

MSC (Jim, Kathryn) to continue the past policy for account signatures and depositories which is to have the Chair, Sec/Treas & Office Manager as signatures on accounts and the depositories at the discretion of the Office Manager.

It was decided to continue with the current meeting date schedule of the **2nd Monday of the month at 7:00 a.m.** There was discussion of limiting the amount of time for the meeting or continuing it to another date if the agenda warranted. Consensus was to discuss this if needed in the future. Next regular meeting will be Monday, February 12, 2007

There was discussion regarding special annual meetings that are coming up. Karen is to register Jim, Kathryn, Loyal, Joe & herself for the RC&D meeting on January 10th in Willmar. Jim will be attending the Hawk Creek Annual meeting. Jim & Kathryn plan to attend the Crow River Project meeting on the 26th. Loyal will be attending the Lake Pepin TMDL meeting on Feb. 7th.

Kathryn mentioned the need for a new Board picture for the website. Photo will be taken at the next meeting and everyone should wear SWCD clothing.

MSC (Bill, Marc) to adjourn the meeting at 9:58 a.m.