

Renville Soil & Water Conservation District  
 1008 West Lincoln, Olivia MN 56277  
 Phone: 320-523-1559



Regular Monthly Meeting Minutes	Date: March 21, 2024
	Time: 7:30 am-9:30 am
	Location: Renville SWCD meeting room, 1008 W Lincoln Ave Olivia, MN

**Present**

**Koenig, Kokesch, Smith , Commissioner Hamre**  
**Staff: Hatlewick, Richter, Winzenburg, Dawn**

Agenda Items	Purpose	Presenter
1. Call to Order 7:30am		Chair
2. Approval of Agenda <b>Kokesch, Koenig MSC</b>	DECISION	Chair
3. Citizen Comment Period (2 minutes per person)	INFO	Chair
4. Consent Agenda Feb Meeting Minutes, Feb treasurer's reports, and bills paid <b>Kokesch, Koenig MSC</b>	DECISION	Chair and Administrator
5. Old Business a) 2024 MASWCD Dues <b>Kokesch, Koenig MSC</b> b) Pheasants Forever position update <b>Koenig, Kokesch MSC</b> c) District 3 supervisors, discussion was had	UPDATE/ DISCUSSION/ DECISION	Chair and Administrator
6. Personnel Committee a) Handbook updates, approve updates as presented <b>Kokesch, Koenig MSC</b> b) 2024 Intern Hired, Allison Johnson will start part-time with the SWCD on April 16 <sup>th</sup> , May 14 will transition to 40hours per week c) SWCD Technician position, approved updated position description and authorized administrator to interview applicants and make a hirer offer on the Boards' behalf <b>Koenig, Kokesch MSC</b> d) Hatlewick leave request <b>Kokesch, Koenig MSC</b>	DISCUSSION/ DECISION	Personnel Committee
7. New Business a) Hometown Bank account updates: Close the savings account, switch to a sweep account with a \$50,000 minimum checking balance, and move all check writing, direct deposits, and payroll to Hometown Bank. Add CDS Annette Benson and Nicole Fernkes as signers on the account, and authorize Sierra Stephens and Becky Zimmer to process payroll through Hometown Bank. Remove Dean Schroeder from our accounts at Hometown Bank <b>Kokesch, Koenig MSC</b> b) FM Bank account updates: Close checking account xxx1362, once all items are set up with Hometown Bank checking, and transfer \$25,000 prior to closing the account to a CD. Remove Dean Schroeder from accounts. <b>Kokesch, Koenig MSC</b>	DECISION	Administrator and Resource Conservationist

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<p>c) CMRWP Contract 24-3 retroactive approval \$17,092.90  <b>Kokesch, Koenig MSC</b> &amp; 24-2 approve contract \$64,702.55  <b>Kokesch, Koenig MSC</b></p> <p>d) SWCD promotion: Discussion was had, plan to revisit at a later meeting</p>		
<p>8. Program Updates– <b>8:15 am, all employees.</b> Team Building questions: Why do you serve as a Board member?</p> <p>a) Programs and cost share</p> <p>b) SWCD Staff Reports      Richter- discussed the Virginia tech grant app he submitted, attended legislative days met with Rep Urdahl, SFC update.      Local Work Group June 13<sup>th</sup> 10:30am      Winzenburg -Attended partners in excellence meeting, meeting with CentraSota meeting, strip till in beets meeting      Dawn – prepping for our April 12<sup>th</sup> field events      Hatlewick- update on Clean Water Council</p> <p>c) NRCS Report, Jeff Kjorness, a written report provided</p> <p>d) Board reports      Kokesch- Area VI TSA meeting, attended Feb 26<sup>th</sup> Soil Health meeting.      Koenig- South Fork Crow River meeting and approved the plan.      Smith-Attended Hawk Creek monthly meeting, CMRWP JPB meeting, presented at SMS meeting in Mankato.      Commissioner Hamre -CMRWP</p>	<p>DISCUSSION/          DECISION</p>	<p>Chair with Staff support</p>
<p>9. Other</p>	<p>DISCUSSION/          DECISION</p>	<p>Chair, all board, with staff support</p>
<p>10. Motion to adjourn 10am <b>Koenig, Kokesch MSC</b></p>	<p>DECISION</p>	

Upcoming Dates to Remember

- March 26, 9:30AM-2:30PM Getting Paid for Low Carbon Farming Workshop, Owatonna
- April 11 Next regular Board Meeting
- April 12, 9AM – 1PM Spring into Soil Health