

Soil & Water Conservation District

215 1st Avenue South, Long Prairie, MN 56347 Phone: 320-732-2644 Fax: 320-732-4803

MINUTES FROM THE MARCH 14, 2013 REGULAR BOARD MEETING

Minutes from the Todd Soil and Water Conservation District Board Meeting, held at Historic Courthouse, 215 1st Ave South, Long Prairie, MN 56347.

Chairperson Dale Katterhagen called the meeting to order at 8:30 a.m.

Members Present: Chairperson, Dale Katterhagen
Vice-Chairperson, Norman Krause
Treasurer, Tom Williamson
Secretary, Leland Buchholz
Member, Kenny Pesta

Others Present: Commissioner, Randy Neumann
County Auditor, Karen Busch
Division Director, Tim Stieber
Office Coordinator, Sarah Katterhagen
Conservation Technician, Greg Ostrowski
WCA/Feedlot Administrator, Ed Uhlenkamp
Water Planner, Amy Warnberg
NRCS, Russell Kleinschmidt
Board Conservationist, Jason Weinerman

The Pledge of Allegiance was recited.

Motion by Buchholz, seconded by Williamson to approve the agenda for the March 14, 2013 board meeting and to complete all of the reports and then start with agenda item #6.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

Motion by Pesta, seconded by Buchholz to approve the minutes as distributed from the January 10, 2013 regular board meeting.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

Motion by Pesta, seconded by Williamson to accept treasurer's report dated February 28, 2013 with a District Fund balance of \$268,023.76, and cost share payments for January totaling \$4,200.00.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

COMMISSIONER'S REPORT: Commissioner Neumann reported the county is completing a work comp study and the Departments will start working on their 2014 budget.

STAFF REPORTS: (See attachments), Tim added to date, 30 applications for the Conservation Technician position have been received and the deadline is Friday. He would like the Board members to come in before Friday, March 22, 2013 to review the applications and help determine the best qualified candidates. The interview team will meet April 3rd, 2013. The Board expressed concern with Tim's busy schedule and the possibility of delegating some of his tasks to staff members in the Division.

ACT ON AND APPROVE SEWAGE RESOLUTION: Motion by Krause, seconded by Williamson to approve the Sewage Resolution to present to the AREA II meeting in June 2013.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

9:00 a.m. Commissioner Neumann left the meeting.

9:02 a.m. County Auditor Karen Busch joined the meeting.

ACT ON AND APPROVE 2013 AUDIT REQUEST: The board had discussion about the auditing costs, concern about signing a three year contract of \$4,000.00 per year as other year's it only was \$2,220.00 and that included payroll, PERA, social security, etc. According to state statute the District is considered a separate entity of government. Busch suggested the liaison committee to meet with Doug, the main contact from Larson Allen the County's contracted auditing firm in April.

Motion by Krause, seconded by Williamson to approve Larson Allen, same auditing firm the County currently uses, to audit the 2012 financial records and for costs not exceed \$4,000, and to get updated one year contract.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

9:15 a.m. County Auditor Karen Busch left the meeting.

DISCUSS PERFORMANCE REVIEW REPORT: Tim advised the board to take the report home and review the report and take a special look at the recommendations. Follow up discussion will be held at the April board meeting.

DISCUSS OVERLAP IN SCHEDULING MEETING: Tim reviewed that this situation has been resolved and hopefully overlap in meetings doesn't happen again.

Tim discussed the notes from the Soil and Water staff meeting held on February 28, 2013 regarding the co-location of the District. (See attachment)

9:30 a.m. Division Director Tim Stieber left the meeting.

STAFF REPORTS: (Continued), Ed presented the Gourley Brother's PowerPoint presentation from the feedlot meeting. Sarah comment on the survey results from the feedlot meeting, and that the District was approved for a 60 day extension for the financial statement. Russ added Soil Health presentation for producers will be held April 2, 2013 in Fergus Falls.

ACT ON ENCUMBERING FY13 STATE COST SHARE FUNDS: See attachment.

ACT ON ENCUMBERING FY13-15 LIVESTOCK MANAGEMNET FUNDS: See attachment.

ACT ON APPROVING ELIGIBILITY FOR QUAM AGBMP LOAN APPLICATION: Motion by Buchholz, seconded by Williamson to approve eligibility for Lance Quam to apply for AgBMP loan in the amount of \$25,000.00.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

ACT ON AND APPROVE MPCA CWP RESOLUTION: Motion by Williamson, seconded by Buchholz to approve MPCA CWP Resolution.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

ACT ON AND APPROVE AMENDED AGREEMENT BETWEEN SWCD AND WCTSA: Motion by Pesta, seconded by Buchholz to approve amended agreement between Todd SWCD and WCTSA.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

OTHER:

Motion by Buchholz, seconded by Williamson to start the review process of the co-location with the District and the County.

Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

Opposed: None.

Motion Carried.

Motion by Krause, seconded by Buchholz to plan strategic planning meeting with BWSR and to have Jason Weinerman, Board Conservationist come in to explain the priorities.


Affirmative: Katterhagen, Krause, Williamson, Buchholz and Pesta.

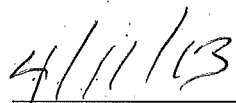
Opposed: None.

Motion Carried.

ADJOURNMENT: Chairperson Katterhagen adjourned the meeting at 10:45 a.m.

The next meeting of the Todd SWCD Board of Supervisors will be a held on Thursday, April 11, 2013 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Wetlands Conference room), Long Prairie, MN 56347.


Tom Williamson, Secretary


Date

