

## MINUTES FROM THE JANUARY 20, 2011 REGULAR BOARD MEETING

Minutes from the Todd Soil and Water Conservation District Board Meeting, held at Todd Soil and Water Conservation District Office, 607 9<sup>th</sup> Street Northeast, Long Prairie, MN 56347.

Chairman Lee Buchholz called the meeting to order at 9:31 a.m.

Members Present:           Chairman, Lee Buchholz  
                                  Vice Chairman, Kenny Pesta  
                                  Secretary, Dale Katterhagen  
                                  Member, Tom Williamson

Member Absent:           Treasurer, Norm Krause

Others Present:           County Commissioner, Gerry Ruda  
                                  District Manager, Sandy Rohr  
                                  Technical Manager, Greg Ostrowski  
                                  Technician/WCA Coordinator, Ed Uhlenkamp  
                                  Administrative Assistant, Sarah Primus  
                                  District Conservationist, Russell Kleinschmidt

The Pledge of Allegiance was recited.

Motion by Pesta seconded by Williamson to approve the agenda.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

Motion by Williamson seconded by Pesta to approve the minutes from the December 16, 2010 regular board meeting.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None

Motion carried.

**ADMINISTER THE OATH OF OFFICE:** Katterhagen and Williamson both recited the "Oath of Office."

The District Board reviewed the financial statement dated December 31, 2010. Motion by Pesta, seconded by Katterhagen to accept the December 2010 financial statement approve payment of all disbursements totaling \$107,103.73 and January 2011 disbursements to date totaling \$19,314.09.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**COMMISSIONER'S REPORT:** Gerry reported that Todd County is looking at long-range (5) year planning on projected revenues and expenses. The County adopted a proposed directional plan. The County faces challenges ahead; the County Aid Program from the state may be cut. For Capital Improvement projects, if there are no funds, there will be no improvement projects/programs. The renovation of the Historic Courthouse is moving ahead along with Phase 2 of Strategic Alignment Management. The renovation will start June 1, 2011 and planned completion March or April of 2012. The merger between Public Health and Social Services also the merger between GIS, Planning and Zoning, and SWCD are moving ahead. The Solid Waste and Zoning Ordinances are being reviewed.

**WES MIN RC&D REPORT:** Tom reported that the dry hydrant on Lake Osakis was useless during a fire because the gasket on hydrant wouldn't seal. Tom passed out handouts on Wes Min RC&D's appraisal and grazing information. The annual meeting is in Alexandria. At the next meeting they are going to discuss hosting the meetings every other month to help save on funds. Discussed SWCD and County will keep both members attending the meetings. Wes Min RC&D received a grant (CAP) for Wadena Tree Planting through the Initiative Foundation in the amount of \$1,500.00. The DNR provided a grant for \$25,000.00. Tom asked is there are any potential projects in Todd County.

**STAFF REPORTS (ATTACHED):** In addition Sandy discussed that the merger meetings are going well, and the next meeting is January 25, 2011 and one following in March. Sandy has also been discussing issues with Nate Burkett, the County Administrator. Greg stated that buildings being cost-shared must have an engineer's design and sign off due to possible liability. He also reported that he'd been to six feedlot assessments with Steve Girard, NRCS Civil Engineering Technician. Ed reviewed the WCA ceased and desisted violation sites and that he has been invited to do a class room presentation by the Farm Business Management Instructor at Staples Technical College. Sarah was complimented on the newsletter. Russ noted deadline for CSP is January 21, 2011. Dale commented on Amy's excellent job of selling Todd County's Water Plan at the BWSR final review meeting in Wadena, Ron Shelito of BWSR stated that we should be proud of the Todd County's working relationship with partners, he also stated that he's never been called to Todd County to put out fires. Also, noted that Amy and Sarah did a good job on the newsletter.

**DESIGNATE THE OFFICIAL SWCD BANKING INSTITUTION AND NEWSPAPER:** Motion by Katterhagen, seconded by Williamson to designate the Long Prairie Leader as the SWCD's official newspaper and retain Minnesota National Bank for the SWCD's checking and savings institution; invests will be made at the Todd County banking institution that offers the best investment return.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**ANNUAL REPORT:** Board consensus to accept the report, the report will be on the SWCD web site.

**ANNUAL PLAN OF WORK:** The 2011 Todd SWCD Annual Plan of Work was reviewed. The SWCD, Planning and Zoning, GIS and NRCS collaborated in developing the plan. Motion by Katterhagen, seconded by Williamson to approve the Annual Plan of Work.

Commissioner Ruda stated that the reports are impressive and requested that all the SWCD reports be presented to the Todd County Board of commissioners.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**CWL 319 COST-SHARE:** Motion by Pesta, seconded by Katterhagen to pay completed cost share contract #16-07/319 for Bruce Botzet in the amount of \$1,650 in cost-share funds for Unpermitted Basin Investigation.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**2007 CWL 319 COST-SHARE:** Motion by Katterhagen, seconded by Williamson to encumber cost-share funds for Well Sealing for Mark Buntjer, Dairyridge, Inc. contract #23-07/319 not to exceed \$712.50 in cost-share funds.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**2009 CWL 319 COST-SHARE:** Motion by Katterhagen, seconded by Pesta to encumber cost-share funds for Bio-Retention Basin for Steven and Diane Henry, contract #12-09/319 not to exceed \$951 in cost-share funds. SWCD Board would like to see a sign recognizing funding source and reasoning.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

Motion by Katterhagen, seconded by Pesta to encumber cost-share funds for Sediment Basin for Gaye Mounsdon, City of Garfield, contract #11-09/319 not to exceed \$7,539.50 in cost share funds.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**KEN JOIST COST SHARE APPLICATION:** Board action for Bio-Retention Basin was tabled until more information on their project location is gathered and nutrient loading can be determined.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.  
Opposed: None.

Motion carried.

**MEMORANDUM OF AGREEMENT WITH STEARNS SWCD FOR SAUK MRBI TECHNICAL ASSISTANCE:** Motion by Katterhagen, seconded by Williamson to approve the grant agreement that will provide \$78,800 in technical assistance from BWSR for working within the Sauk River MRBI area.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.  
Opposed: None.

Motion carried.

**SPONSORSHIP OF DOUGLAS COUNTY KIDS' GROUNDWATER FESTIVAL:** Motion by Williamson, seconded by Katterhagen to donate \$100.00 to Douglas County Kids' Groundwater Festival.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.  
Opposed: None.

Motion carried.

**SPONSORSHIP OF THE AREA 2 ENVIROTHON:** Motion by Pesta, seconded by Katterhagen to approve \$150.00 donation to Area 2 Envirothon.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.  
Opposed: None.

Motion carried.

**WES MIN RC&D COUNCIL CERTIFICATION:** Motion by Katterhagen, seconded by Pesta to approve Tom Williamson as Wes Min RC&D representative from Todd SWCD.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.  
Opposed: None.

Motion carried.

**PROBATIONARY STATUS OF AMY & SARAH:** Motion by Katterhagen, seconded by Pesta to approve full-time permanent positions for Amy and Sarah, having successfully completed their probationary period.

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**SWCD CELL PHONE CONTRACT VS. OTHER OPTIONS:** Motion by Williamson, seconded by Katterhagen to reimburse each SWCD employee \$20.00 per month for the use of their personal cell phones for SWCD business rather than continuing the current cell phone or entering into a contract..

Affirmative: Pesta, Katterhagen, Williamson, Buchholz.

Opposed: None.

Motion carried.

**MASWCD:** The meeting will be held on March 3, 2011. Buchholz and Williamson will not be attending the meeting. Kenny Pesta will do the Todd County welcome and Commissioner Ruda will attend to present planned outcomes of the SWCD merger with Todd County.

**LEGISLATIVE BRIEFING AT THE CAPITOL:** Board consensus to send Ed, Amy, Sarah along with Chairman Lee Buchholz to the Legislative Briefing at the Capitol February 28<sup>th</sup> - March 1st.

**POND STORAGE:** The need for 12 month animal waste storage in Todd County was reviewed by Ed.

**NEXT REGULAR MEETING:** The next regular board meeting will be held on Thursday, March 17, 2011 beginning at 9:30 a.m. at the SWCD Office at 607 9<sup>th</sup> Street Northeast, Long Prairie, MN 56347.

**ADJOURNMENT:** Chairman Buchholz adjourned the meeting at 10:59 a.m.

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Dale Katterhagen, Secretary

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Dated