

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM MAY 12, 2009 REGULAR BOARD MEETING

Minutes from the Hubbard County Soil and Water Conservation District Board of Supervisors meeting. 212 ½ Second Street West, Park Rapids, MN.

Members present: Don Sells, Chair
Don Rettinger, Vice-Chair
Carol Berg, Secretary
Doug Ralston, Treasurer
Lynden Nelson, PR&I

Members absent: None

Others present: Shane Foley, District Manager
Marilyn Berry, District Secretary
Russell Johnsrud, NRCS District Conservationist

Sells opened the meeting at 8:00 a.m. and led in the Pledge of Allegiance.

AGENDA AND MINUTES

Motion by Nelson, seconded by Ralston to approve the agenda. Affirmative: Berg, Nelson, Ralston, Rettinger. Opposed: None. Motion carried.

Minutes for April 21, 2009 were reviewed. Sells asked that a statement be clarified on page 2, adding “in some of the SWCD areas” to the second paragraph. Motion by Ralston, seconded by Rettinger to approve the amended minutes of April 21, 2009. Affirmative: Berg, Nelson, Ralston, Rettinger. Opposed: None. Motion carried.

TREASURER’S REPORT

The treasurer’s report for the month of April, 2009 was reviewed and accepted by the board subject to auditor’s review.

REPORTS

Chair’s Report: Sells asked Foley for an update on the TMDL study. Tim James, MPCA, had told Foley that the District’s project is in the top tier of requests and funding for the projects is still pending.

Sells plans to attend a shoreland restoration project in Bagley sponsored by Clearwater SWCD that will be held May 22-23.

The tree program is winding down, and Sells acknowledged volunteers who helped pack trees. They will be sent a letter of thanks. Foley noted that Sells also volunteered his time to help pack trees.

The Freshwater Festival was discussed. There were 50 volunteers and presenters who assisted; ten classes of sixth grade students and their teachers attended. Presenters, COLA, and Mantrap Valley Conservation Club Auxiliary will be sent thank-you letters for their participation along with those who donated funds to the project.

The Envirothon was also successful in Area 8. A Park Rapids' team placed 4th, but they will be going to the state competition as the second place team cannot attend. Berry sent letters to those who donated for this event and also had a letter to the editor in both county newspapers.

Supervisors' Reports: Berg attended the Giziibii RC&D meeting in Bagley on April 22. They have applied to NW MN Foundation for a grant to assist Berg in attending the national convention in Albuquerque. The next Giziibii meeting will be June 10 at Northwoods Bank meeting room in Park Rapids.

Rettinger stated that he has not been notified of any upcoming JPB meetings. Foley had just received notification that a meeting is planned for June 8, and that the JPA (Joint Powers Agreement) will be on the agenda. Districts were requested to have their county attorneys review the agreement and then vote on its approval. Copies of the agreement were distributed to supervisors who decided to table action until the next board meeting after they have had more time to review it. The board expressed concern over the lack of JPB meetings during the year. According to the JPA, committee meetings are to be held at least twice yearly. The board would also like to receive information in a timely manner.

District Manager's Report: Foley's activities during the last month included:

- Envirothon on April 22;
- 5 WCA violation checks (1 was a violation);
- Worked on 3 cost-share sites;
- Picked up, packed and sold trees;
- Freshwater Festival on May 7;
- Worked with Blue lake on revegetating Half Moon Road;
- Big Sand Lake Association received a grant from the NW MN Foundation for a rain garden which they had to cancel; this project is now pending on Lake Emma;
- Well run—north end;
- Contacted lake monitors for 2nd and final year of the SWAG grant.

Upcoming activities include:

- Well run—west and east ;
- Portage Lake HLRP core results; results for 1st & 8th Crow Wing should also be coming;
- Blue Lake planting in May involving several landowners—wild flowers, native grasses and trees will be planted;
- Notification is forthcoming on the status of TMDL funding;
- Lake monitoring will begin;
- ET Hotline begins;
- A date will be set for the nitrate clinic, probably in July;
- Begin SWAG grant monitoring.

Foley also presented an updated map showing WCA and cost-share sites in the county.

PUBLIC INPUT

No public input.

OLD BUSINESS

District Personnel Policy was reviewed. The following items were revised:

- 1) P. 6: paragraph 1, to read “The Board retains complete discretion to establish, modify or eliminate terms of employment not specifically established by a collective bargaining agreement.”
- 2) P. 14, Years of Employment, line 1 shall read 0 through 2; add “For each pay period completed the employee will earn 1/26 of their annual leave.” Paragraph 8, eliminate all but the last sentence which shall read “Employees should notify the office of any absence or illness as soon as possible.”
- 3) P. 16, “ensure” instead of “insure.”
- 4) P. 17, Article XX, 2nd sentence, eliminate second sentence.
- 5) P. 19, “ensure” instead of “insure.” Last sentence shall read “Oil changes, including oil filters, should be done at intervals according to manufacture’s recommendations.”
- 6) P. 20, 3rd point, eliminate “not to exceed \$10 per cleaning.”
- 7) P. 22, paragraph 2, delete “within five (5) days of its occurrence” and add “as soon as possible.” Article XXV, # 9 shall read “Drinking alcoholic beverages, being intoxicated, or consuming or being under the influence of a controlled substance, other than prescribed by a physician, while on duty during work hours.”
- 8) P. 24, under Causes for Immediate Dismissal, #2, change “carelessness and negligence” to carelessness and/or negligence.”
- 9) P. 26, Layoffs, sentence 2 after comma shall read “the Board will accomplish the reduction”; Article XXVIII, “Severance Pay” shall be changed to “Termination Pay.” Paragraph 1, will be changed to read “All employees who retire or terminate in good standing or whose employment is terminated in good standing will be paid unused vacation and sick pay as defined above.”
- 10) P. 29, under 3. Meals, paragraph one, begin the sentence with “When on District business out of the county,”
- 11) P. 31, under 9. Attendance, period after Board in sentence 1, delete rest of sentence. Also, replace “chairman” with “chair” throughout the document.

Motion by Berg, seconded by Rettinger to accept the changes. Affirmative: Berg, Nelson, Ralston, Rettinger. Opposed: None. Motion carried.

MN Forest Resources Council—table until June meeting.

Grazing Tour—Johnsrud, Berg and Rettinger have been working on the tour scheduled for July 23. They updated everyone on what yet needed to be done. Details will be confirmed at the June board meeting.

NEW BUSINESS

Cost-Share: A cost estimate of \$9,300.00 was received for a lakeshore erosion project for Mike Becker. This project was discussed at the last board meeting. Motion by Berg, seconded by Rettinger to approve cost-share at 63% not to exceed \$5,874.00 (remaining 2009 funds).

Affirmative: Berg, Nelson, Rettinger. Opposed: None. Abstain: Ralston. Motion carried.

Resolutions: Sells presented a resolution, "Area Committee Representation," for Board review. Motion by Berg, seconded by Nelson to accept the resolution and submit it to Area 8 for the June 12 meeting in Bemidji. Affirmative: Berg, Nelson, Ralston, Rettinger. Opposed: None. Motion carried.

CORRESPONDENCE

An Area 8 meeting will be held June 12 in Bemidji.

Foley presented quotes for pick-up repair. Motion by Ralston, seconded by Berg to accept the lowest bid of \$1,596.00 from Jerry DeBlieck Budget Auto. Affirmative: Berg, Nelson, Ralston, Rettinger. Opposed: None. Motion carried.

An irrigation permit application was received from DNR. Standard comments will be submitted.

An orientation and refresher conference for SWCD supervisors and employees will be held on July 14-15 in St. Cloud.

The office was notified that they are due for an audit ending 2008. James Maiser, who has done the District's other audits, will be contacted.

DISTRICT CONSERVATIONIST

Johnsrud informed the board of meetings and events during the past month and upcoming:

- April 22—Oral presentation judge at the Envirothon;
- April 23—Visited Blue Lake Half Moon Trail with Foley;
- April 30—EQIP net meeting in Bemidji;
- May 4—NRCS/FSA net meeting on appeals;
- May 6—Freshwater Festival presenter.
- May 14—GPS training in Thief River Falls;
- May 19—Invasive Weed Workshop;
- May 21—Urban Forestry meeting.

Two MPCA Public Notices were reviewed for Nevis and Chippewa Forest at Norway Beach.

An EQIP sign-up is being held through May 22; at that point, the applicants will be ranked and considered for funding.

Field activities have included staking and check-outs. Johnsrud handed out a power point presentation on FOIA that will be reviewed at the next meeting. Supervisors were also given a copy of the agreement that may be signed. This began the training that is required for FOIA.

POSTER JUDGING

The board judged posters received on the theme, “Our Soil—a Layer of Life.” Winners were from Park Rapids Middle School, grade 5: Isabela Simonson, Emily Munson, and Sabrina Nagle. They will receive \$10 checks and their posters will be entered in Area 8 competition.

NEXT MEETING: The next regular board meeting of the Hubbard County Board of Supervisors will be on Tuesday, June 9, 2009 at 8:00 a.m. in the office at 212 ½ Second Street W, Park Rapids.

ADJOURNMENT: Motion by Berg to adjourn the meeting at 1:25 p.m.

APPROVED: _____ SECRETARY _____
Date Carol Berg, Secretary