

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM OCTOBER 14, 2015 REGULAR BOARD MEETING

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

Members present: Bob Iles, Chair
 Lynn Goodrich, Vice-Chair
 Ruth Grandy, Secretary
 Don Rettinger, PR&I

Members absent: Don Sells, Treasurer
 Jamin Carlson, Water Quality/Resource Specialist

Others present: Julie Kingsley, District Manager
 Melissa Koebernick, District Administrative Assistant
 Dan Pazdernik, District Conservationist
 Ed Smith, Hubbard County Commissioner

Supervisor Iles opened the meeting at 8:38 a.m. and led in the Pledge of Allegiance.

AGENDA AND MINUTES

A motion was made by Supervisor Goodrich to accept the agenda with the addition of MASWCD Convention and Dept. of Ag Nitrate Testing Contract, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

A motion was made by Supervisor Rettinger to approve the minutes of September 8, 2015, seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

TREASURER’S REPORT

The treasurer’s report was accepted as presented, by the board, subject to auditor’s review.

DISTRICT CONSERVATIONIST

October is National Disability Awareness Month.

Program Update

- CSP
 - o Contract renewals in progress
 - o No word on application acceptance date for FY2016.
- EQIP
 - o FY2016 – Application acceptance deadline of November 20, 2015.
 - This will be the only acceptance date of FY2016 EQIP.

Agency Update

- Ultima Contracts

Current activities/other

- EQIP and CSP application/contracting activities.
- Field visits for programs and technical assistance.
- Alicia is assisting Cass County NRCS with TA, program applications and program contracts.
- Grazing workshop 2016 planning.

PUBLIC INPUT

Commissioner Smith mentioned the County is working on their budget.

REPORTS

Supervisors' Reports: Supervisor Iles attended the Fall Tour, our work session and the county board presentation.

Supervisor Goodrich attended the Fall Tour, our work session, the county board presentation and completed the District Manager performance review.

Supervisor Grandy attended the Fall Tour, our work session, and attended Governance training.

Supervisor Rettinger attended the Fall Tour, our work session and completed the District Manager performance review. He also attended the JPB meeting where they discussed applying for 2 grants and that they would like to hire another technician.

Water Quality/Resource Specialist's report – Jamin Carlson reported on the following:

Last Month

- Meeting with Always There Staffing
- Lakes Data Report for AIS Task Force
- Most inspectors are done for the season – extended Big Sand hours
- Resort Training
- SWCD work session
- Board meeting
- SWCD Area 8 meeting and Fall Tour
- WCA site visits
- Potato gleaning for Feds Feed Families
- Picked up Lync Pass
- All AIS reports

District Manager's Report – Julie Kingsley reported on the following:

Last Month

- Nevis Wellhead Protection meeting
- County Commissioner meeting
- Webinar on Ag certification
- Fall Tour & Area 8 meeting
- PPI meeting
- Irrigation management plans webinar
- SWCD work session
- Leech Lake WRAP meeting
- Completed all Wild Rice RIM easement inspections
- Obwell

- 5 WCA site visits
- Wild Rice RIM Easements

Next Month

- LWP meeting
- MS Headwaters WRAP meeting
- Leech Lake WRAP meeting
- BWSR Academy
- Public hearing on LWP

OLD BUSINESS

Fall Tour Update – discussed the Fall Tour; it was a big success.

Community Partners – Supervisor Goodrich made a motion to approve payment of \$22,000 for the Fish Hook River Storm Scepter, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

NEW BUSINESS

Board Meeting date change – Supervisor Goodrich made a motion to change the date from October 13 to October 14, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

Administrative Assistant Performance Review – Supervisor Iles made a motion to give Melissa Koebernick her 2.35% step increase retro-active to her anniversary date, seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

District Manager Performance Review – Supervisor Goodrich made a motion to continue Julie Kingsley's employment and give her the 2.35% step increase, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

2016 Plat Book – Supervisor Goodrich made a motion to accept the contract with Mapping Solutions to produce the 2016 plat book to meet the April publishing date and hold a photo contest. The photos will be included in the plat book and on the cover and the winner will receive a free plat book, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

2016 NACD Dues – Supervisor Goodrich made a motion to pay dues of \$301 for the Bronze level membership, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

Draft Annual Plan – tabled until next month.

Mobile Optimization – Supervisor Goodrich made a motion to take advantage of the mobile optimization service for our website at \$10 per month for an annual subscription, seconded by Supervisor Grandy. Affirmative: All. Opposed: None. Motion carried.

Area 8 Hosting – Supervisor Goodrich made a motion that Hubbard SWCD will develop a Cancellation/Refund Policy regarding registration fees for events we host, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

MASWCD Convention – will decide who will attend at next month's meeting.

Department of Agriculture Township Nitrate Testing – Supervisor Iles made a motion to accept the contract with the Dept. of Ag for nitrate testing in six Hubbard County townships, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

Resolutions – Supervisors voted on fourteen resolutions.

CORRESPONDENCE

City of Laporte wellhead information, Environmental Ed building thank you card, thank you card from Don Sells, and Mississippi Headwater’s Board meeting notification.

NEXT MEETING: The next regular board meeting of the Hubbard County Board of Supervisors will be on November 10, 2015 at 8:30 a.m. in the office at 212 ½ Second Street W, Park Rapids. We will be discussing the MASWCD Convention, Draft Annual Work Plan and December board meeting date.

ADJOURNMENT: Motion by Supervisor Iles to adjourn the meeting; meeting adjourned at 12:47 p.m.

APPROVED: 11-10-15 SECRETARY Ruth Grandy
Date Ruth Grandy, Secretary