

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM DECEMBER 9, 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 Sells, Treasurer
 Don Rettinger, PR&I

Members absent: None

Others present: Julie Kingsley, District Manager
 Melissa Koebernick, District Administrative Assistant
 Jamin Carlson, Water Quality/Resource Specialist
 Dan Pazdernik, District Conservationist
 Ed Smith, Hubbard County Commissioner

Supervisor Iles opened the meeting at 8:37 a.m. and led in the Pledge of Allegiance.

AGENDA AND MINUTES

A motion was made by Supervisor Sells to accept the agenda, seconded by Supervisor Rettinger.
Affirmative: All. Opposed: None. Motion carried.

A motion was made by Supervisor Goodrich to approve the minutes of November 10, 2015, seconded by Supervisor Iles. 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.

PUBLIC INPUT

Ed Smith informed us that they elected new officers for the Association of MN Counties. On Tuesday, December 15, the County Commissioners will be setting the budget. The new Social Services Director started.

REPORTS

Supervisors' Reports: Supervisor Iles attended a PPI meeting to work on finalizing reports for the year. He also attended the SWCD work session.

Supervisor Grandy attended the SWCD work session. She went to the Mississippi Board meeting where they showed the televised AIS programs they created.

Supervisor Rettinger attended the SWCD work session and a JPB meeting. Bemidji will continue to host the JPB meetings. They finalized the transfer of duties to the Crow Wing SWCD District Manager and they will be hiring a new technician.

Supervisor Sells attended the SWCD work session and the Forestry Association meeting. He met the new Forester, Mitch Lundeen.

Supervisor Goodrich attend the SWCD work session and a PPI meeting.

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

Last Month

- AIS DNR meeting in Fergus Falls
- Purchased a decon unit and 10 tablets
- COLA meeting
- AIS year end summary
- PPI meeting
- Hydrolab year-end reports
- Ditch Inventory
- WCA site visits
- Obwells
- Soil Loss files

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

Last Month

- Nevis Wellhead Protection Meeting
- Wetland presentation to Park Rapids 4th graders
- JPB meeting
- Ag water certification meeting in Detroit Lakes
- Straight River Groundwater Management Area meeting
- Granted an extension on Community Partner's Grant
- Cost-share memos on 10 sites
- LWP work session with County Commissioners
- Many WCA phone calls and work on wetland restoration orders
- Wild Rice RIM Easements

Next Month

- Mississippi WRAP zonation meeting
- Envirothon conference call
- Leech Lake Area Foundation meeting
- Freshwater Society and Dept. of Health meeting

DISTRICT CONSERVATIONIST

Program Update

- CSP
 - o Contract renewals in progress
 - Deadline to obligate is December 11th
 - o FY2016 General CSP timelines to be determined
- EQIP
 - o FY2016 – Application acceptance deadline of November 20, 2015.
 - All applications received after this date will be considered in FY2017 EQIP

- Eligibility deadline of December 19, 2015
- Ranking deadline of February 26, 2016
- Preapproval list – March 18, 2016
- ACEP
 - Agricultural Conservation Easement Program
 - Application acceptance deadline of January 15, 2016

Agency Update

- CRP training on December 10th
- Ultima contract employee starting December 14th

Current activities/other

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

OLD BUSINESS

None.

NEW BUSINESS

2016 Calendar – The Calendar of Events was updated for 2016.

Board meeting date change – Supervisor Goodrich made a motion to change the board meeting dates from every 2nd Tuesday of the month to every 2nd Wednesday of the month starting February 2016, seconded by Supervisor Sells. Affirmative: All. Opposed: None. Motion carried.

Supervisor Sells made a motion to change the February 10, 2016 meeting date to February 9, 2016, seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

Administrative Assistant Computer – Supervisor Sells made a motion to purchase a computer and monitor for \$1,800, seconded by Supervisor Grandy. Affirmative: All. Opposed: None. Motion carried.

District Manager Authorized Representative – Supervisor Iles made a motion to authorize the Treasurer to be an authorized representative, seconded by Supervisor Rettinger. Affirmative: Sells, Rettinger, Grandy, and Iles. Opposed: None. Goodrich abstains. Motion carried.

Water Quality/Resource Specialist Performance Review – Supervisor Sells made a motion to approve the performance review of Jamin Carlson, seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

Supervisor Iles made a motion to give Jamin Carlson a raise to \$16 per hour effective on his 6 month anniversary date, seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

AIS Program – Supervisor Goodrich made a motion to table the decision until the January 2016 board meeting, seconded by Supervisor Iles. Affirmative: All. Opposed: None. Motion carried.

Supervisor Iles called for a work session with the PPI committee sometime in the next month. Supervisor Goodrich was authorized to find a date that works for all parties involved.

CORRESPONDENCE

MCIT dividend letter, JPB report, and a bank statement.

NEXT MEETING: The next regular board meeting of the Hubbard County Board of Supervisors will be on January 12, 2016 at 8:30 a.m. in the office at 212 ½ Second Street W, Park Rapids. We will be discussing the AIS Program, WCA Agreement, reviewing the by-laws and personnel policy, designating the financial institution.

ADJOURNMENT: Motion by Supervisor Goodrich to adjourn the meeting; meeting adjourned at 11:17 a.m.

APPROVED: 1-12-16 SECRETARY Ruth Grandy
Date Ruth Grandy, Secretary