

## HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

### MINUTES FROM APRIL 8, 2014 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: Lynn Goodrich, Vice-Chair  
Bob Iles, Secretary  
Don Sells, Treasurer  
Ruth Grandy, PR&I

Members absent: Don Rettinger, Chair  
Kathy Grell, Hubbard County Commissioner

Others present: Julie Kingsley, District Manager  
Melissa Koebernick, District Administrative Assistant  
Dan Pazdernik, District Conservationist  
Tim Terrill, Mississippi Headwaters Board  
John Beckwith, Giziibii RC&D

Supervisor Goodrich 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, as amended, with the addition of MN Lakes and Rivers, John Beckwith, and audit seconded by Supervisor Iles. Affirmative: All. Opposed: None. Motion carried.

A motion was made by Supervisor Iles to approve the minutes of March 11, 2014 with the following corrections: change "corp" to "corps" and change "that Melissa corrects" to "to correct" seconded by Supervisor Grandy. 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

None.

John Beckwith – gave an overview of Giziibii RC&D and what their goals are for 2014.

Tim Terrill – gave history of MHB and where they are at now. They developed a risk calculation system using public land, protected land, disturbed land and water quality data to come up with priorities to help bring in funds.

## REPORTS

Supervisors' Reports: Supervisor Goodrich attended the planning session and Area 8 meeting and thought both went really well.

Supervisor Iles attended the Area 8 meeting and mentioned the DNR is planning to use electronic obwell monitoring.

Supervisor Sells attended the Area 8 meeting. He mentioned that the LSOHC grants are due in June. He shared an article from the Fargo Forum regarding the pipeline.

Water Quality/Resource Specialist Report – Sitz reported on the following:

- Should be done with gathering data for the Mississippi Headwaters watershed
- Identifying Priority Management Zones in Crow Wing Watershed
- Continued working on the WRAP document for Crow Wing Watershed
- Proposed projects in Hubbard Co for a joint grant application with Mississippi Headwaters Board
- Did preliminary work on the Ditch Inventory
- We received two AIS DNR Grants one for \$4,000 and one for \$8,000.
- Tablets and accessories are ready for inspection season
- Attended AIS Symposium

2010 Plat Books – give some to the food shelf, to schools and recycle the rest.

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

### Last Month

- Attended Area 8 meeting
- Presented SWCD Annual Report to County board
- Strategic planning meeting
- Envirothon conference call
- Webinar on Honey Bee/pollinators
- Community Partners grant meeting
- Ditch Inventory mapping and work plan
- Melissa has been working on the Geologic Survey
- Conservation Corps intern will be here from May 19 – August 15
- Attended Groundwater Management Area meeting
- Set up parameters for Zonation modeling for Leech Lake Watershed
- Local Water plan meeting
- 2 wetland replacements have been approved and completed

### Next Month

- Mississippi Headwaters meeting in Walker
- Meeting with Darrin Newville and Dept of Ag on new weather station
- Mississippi Headwaters Board meeting

## **DISTRICT CONSERVATIONIST**

### Program Update

- CSP Timeline
  - o Applications evaluated by May 30<sup>th</sup>
  - o Field Verifications and initial funding obligations by July 11<sup>th</sup>
- EQIP
  - o Honey Bee Pollinator Effort
  - o No final information on ranking/timelines

### Outreach/educational

- Ag in the classroom with 4<sup>th</sup> graders on March 13

### Current activities/other

- Working with new applications and current contracts
- Field office appraisal April 21<sup>st</sup> – April 25<sup>th</sup>

## **OLD BUSINESS**

Personnel Policy – Supervisor Sells made a motion to update the Personnel Policy to give regular part-time employees 10 paid holidays at 6 hours per holiday, and 1 hour of vacation for every 30 hours worked for years 0 through 2; 20% increase for years 3 – 5; 50% increase for years 6-15; 100% increase for years 16+, seconded by Supervisor Iles. Affirmative: All. Opposed: None. Motion carried.

## **NEW BUSINESS**

Fish Hook River Clean Up – tabled until next month.

Elections – tabled until next month.

Nathan Performance Review – meeting was closed for discussion of performance review. During the closed meeting, Supervisor Sells made a motion that his base rate of pay should be increased to \$15.85/hour beginning with his anniversary date, seconded by Supervisor Iles. Affirmative: All. Opposed: None. Motion carried.

Meeting opened.

Resolution process – will proceed with the rewriting of the resolution process and AIS resolution and will bring it to vote at next month's meeting.

Watercraft Inspector Hourly Wage – Supervisor Sells made a motion that all returning Hubbard SWCD Inspectors will receive .25/hr raise, seconded by Supervisor Grandy. Affirmative: All. Opposed: None. Motion carried.

MN Lakes & Rivers Advocates – Supervisor Sells made a motion that we join, seconded by Supervisor Iles. Affirmative: All. Opposed: None. Motion carried.

Audit – Supervisor Iles made a motion to have Michael Peterson perform the required audit for \$2,050, seconded by Supervisor Grandy. Affirmative: All. Opposed: None. Motion carried.

Water Conference – Supervisor Iles made a motion to leave it to Julie’s discretion as to whether or not she attends the water conference, seconded by Grandy. Affirmative: All. Opposed: None. Motion carried.

**CORRESPONDENCE**

Bank statement, JPB report, Enbridge letters

**NEXT MEETING:** The next regular board meeting of the Hubbard County Board of Supervisors will be on May 13, 2014 at 8:30 a.m. in the office at 212 ½ Second Street W, Park Rapids. We will be discussing Area 8 resolutions, elections and the mission statement.

**ADJOURNMENT:** Motion by Supervisor Sells to adjourn the meeting, meeting adjourned at 1:21 p.m.

APPROVED: 5/13/14 SECRETARY Robert A. Iles  
Date Robert Iles, Secretary