



BOARD MEETING MINUTES – Regular Meeting

Date: February 2, 2009
Location: 14855 Highway 10
Elk River, MN 55330

Members Present: Debra Seeley, Chair
Leander Schlosser, Vice Chair
Larry Goenner, Secretary
Douglas Manthei, Treasurer
Douglas Hipsag, Supervisor

Others Present: John Riebel, Sherburne County Commissioner
Jason Weinerman, BWSR Board Conservationist
Mark Basiletti, Interim District Manager
Gina Hugo, Resource Conservationist
William Bronder, Resource Conservationist
Mary Monte, NRCS District Conservationist
Francine Larson, Administrative Assistant

The meeting was called to order at 3:00 p.m. by Chair Debra Seeley

Regular Agenda

- 1. Review and approval of the February Agenda of the Regular Board Meeting**
 - Schlosser made a motion to approve the February Agenda. Manthei seconded the motion. All ayes, motion carried.
- 2. Minutes of January 5, 2009 Special Meeting**
 - Schlosser made a motion to approve the Special Meeting Minutes. Manthei seconded the motion. All ayes, motion carried.
- 3. Minutes of January 5, 2009 Regular Meeting**
 - Schlosser made a motion to approve the January Meeting Minutes. Manthei seconded the motion. All ayes, motion carried.
- 4. Treasures report of December 31, 2008**
 - Schlosser made a motion to approve the Treasure's report for December 31, 2008 and to pay 58 bills totaling \$44,097.03. Hipsag seconded the motion. All ayes, motion carried.
- 5. Supervisor photo**

Photo of the five board members was taken by Hugo for the Area 4 directory.

6. NRCS report

Mary Monte, NRCS District Conservationist, reviewed her written report, a copy was distributed. Monte thanked the SWCD for their assistance in making sure Sherburne County producers and landowners are getting conservation on the ground.

Old Business

7. BWSR Native Buffer Grant agreement PO#16044:

Uncas Dunes Project with Great River Greening, \$49,068.00

- Goenner made a motion to approve signing the BWSR Native Grant agreement. Manthei seconded the motion. All ayes, motion carried.

8. Request from City of St. Cloud to act as fiscal agent for a BWSR Native Buffer Grant

There was a discussion about increasing the grant request to include an 8% or \$1800.00 TA fund. Hugo will resubmit the grant request with TA increase.

- Schlosser made a motion to approve the re-submittal of the grant request with an 8% / \$1800.00 increase. Manthei seconded the motion. All ayes, motion carried.

9. Technical Reports

Bronder and Hugo reviewed their written reports with the Board; copies are attached.

Bronder discussed his WCA activities and his and Hugo's attendance at a wetland conference where he received 2 IRIS tubes. Schlosser suggested looking into a 4' tube.

Hugo discussed becoming a certified Forest Management plan writer and being put on a DNR contact list. The board expressed the need for more details regarding this request. Hugo will provide a more detailed explanation at the March 2 board meeting.

Hugo reported that she has applied for an RC&D grant for \$1500.00 for Pollination Day.

Basiletti suggested changing the name of "Technical Reports" to "Staff Reports" to include his activities throughout the month. Basiletti discussed Larson's start date (01/23/09) and his January activities including; the purchase of QuickBooks software, meeting with the accountant to finalize the 2009 books, and completing the year end financial forms.

Seeley suggested purchasing a voice activated recorder to be used at future meetings.

- Schlosser made a motion to approve the Mid-Minnesota Mississippi River RC&D grant application for \$250. Manthei seconded the motion. All ayes, motion carried.
- Schlosser made a motion to approve the Sherburne County Pheasants Forever contribution of \$60. Manthei seconded the motion. All ayes, motion carried.

New Business

10. Decision on used boat and motor.

Schlosser reported his findings on the purchase of a boat to be used for TMDL monitoring. Schlosser found a 16' Aluminum boat and trailer for \$1500 and a 2005 9.9hp motor. Estimated title and tabs \$150. Total estimated purchase price \$3000. Boat is located out of town; Schlosser will meet with the owner of boat. Boat will be purchased if Schlosser deems satisfactory.

- Manthei made a motion to approve up to \$3000 for the purchase of the boat, upon Schlosser's inspection. Goenner seconded the motion. All ayes, motion carried, Schlosser abstained.

11. Benton SWCD RC&D Grant

Request for Hugo to teach Shoreland Maintenance class. The board suggested requesting a speaker fee, for Hugo's services.

- Schlosser made a motion to approve Hugo to teach the Shoreland Maintenance class. Manthei seconded the motion. All ayes, motion carried.

12. Report on engineering Joint Powers (JP5) transition to metro on July 1, 2009

Manthei reported that there will be an additional meeting in April. As it now stands, we will be moved to the metro area JPA. The request for \$2500 from each JP5 member for 2009 is on hold. It would apply to the year ending June30, 2009.

13. Green Acres letter, response from Mary Kiffmeyer.

Basiletti distributed a letter from Mary Kiffmeyer, State Representative; regarding the Green Acres bill. Seeley reported that the bill did not pass. There are other bills under consideration in the legislature.

14. Annual Highlights Brochure

Basiletti presented to the board two correspondences to legislators and County Board for board signature.

- Goenner made a motion to approve Seeley's signature on documents. Schlosser seconded the motion. All ayes, motion carried.

15. Pay Equity Report

Basiletti distributed copies of the Pay Equity Implementation Report. Report was filed prior to January 31st deadline. Basiletti will find out in February if the District is in compliance.

16. Sherburne State Bank

Basiletti presented money market account forms for board signature. Manthei signed documents.

17. Update on maximum per Diem allowable for Supervisors

Basiletti reported that the supervisor's maximum per Diem could be increased from \$55 to \$75. Due to budget consideration, the board kept the per Diem rate at \$55/meeting.

18. Report on phone answering machine

Answering machine is physically installed; technical assistance is scheduled to assist with installation.

19. Updated Supervisors contact list

Basiletti distributed an updated copy of the supervisors contact list.

20. Correspondence

Basiletti distributed correspondences

- Schlosser made a motion to adjourn. Goenner seconded the motion. All ayes, motion carried.

The meeting was adjourned at 5:00 p.m.

Next regular meeting is scheduled for March 2, 2009 at 3:00 p.m. at the USDA Service Center in Elk River.

Respectfully submitted by

Larry Goenner, Secretary