



BOARD MEETING MINUTES - Regular Meeting

Date: June 7th, 2010

Location: 14855 Highway 10
Elk River, MN 55330

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

Others Present: DeAnna Doran, Sherburne District Manager
John Riebel, Sherburne County Commissioner
Mary Monte, NRCS
Gerry Maciej, Benton District Manager – 8:53 a.m.

Meeting was called to order by Schlosser at 8:36 a.m.

Regular Agenda

1. Pledge of Allegiance

2. Review and approval of agenda

Doran indicated there were additions to the agenda and asked they be added in the following order:

Item #10C – FY 2010 Metro WCA Enforcement Grant

Item #10D– Ag BMP Loan Request

- Goenner made a motion to approve the agenda as submitted with stated additions. Seeley seconded the motion.

Affirmative: Seeley, Manthei, Hipsag, Goenner

Opposed: None

Motion Carried

3. Minutes of the May 3rd meeting

- Seeley made a motion to approve the amended minutes of the May 3rd, 2010 meeting. Manthei seconded the motion.

Affirmative: Seeley, Manthei, Hipsag, Goenner

Opposed: None

Motion Carried

4. Treasurer's Report

Hipsag read the Treasurer's Report

- Goenner made a motion to approve the Treasurer's report of April 30th, 2010. Seeley seconded the motion.

Affirmative: Seeley, Manthei, Hipsag, Goenner

Opposed: None

Motion Carried

5. Approve paying Bills and Supervisor's vouchers

Schlusser and Hipsag approved submitted Supervisor's vouchers and signed check numbers 3483 through 3501 totaling \$13,142.46 prior to the meeting.

- Goenner made a motion to approve signing the checks as presented. Hipsag seconded the motion.

Affirmative: Seeley, Manthei, Hipsag, Goenner

Opposed: None

Motion Carried

6. Supervisor's Training – De Doran

Doran reviewed financial reports with the Supervisors.

7. Supervisors Reports

Seeley discussed that she and staff had met and have been working with Clear Lake Park in regards to the Native Buffer grant for prescribed burning on the native prairie. Manthei reviewed meetings that were attended and updated the Board on the total hours he has worked since the beginning of the year.

8. NRCS Report

Monte reviewed her report. Monte discussed program updates, technical assistance, training/meetings that she attended, and upcoming events.

9. Approve Cost Share Payments

Doran asked for Board approval to pay cost share payments for Contract #N/B 09-02 for \$13,360.40 to the City of St. Cloud Park Department and contract# P/F 02-09 for \$150.00 to Jason Selvog.

- Seeley made a motion to approve contract# N/B 09-02 payment to the City of St. Cloud Park Department for \$13,360. Manthei seconded the motion.

Affirmative: Seeley, Hipsag, Manthei, Goenner

Opposed: None

Motion Carried

- Manthei made a motion to approve contract# P/F 02-09 payment to the Jason Selvog for \$150.00. Seeley seconded the motion.

Affirmative: Seeley, Hipsag, Manthei, Goenner

Opposed: None

Motion Carried

10. Approve Cost Share Contracts

Doran asked the Board to approve the following Cost Share Contracts.

A) Clear Lake Township Park Committee Contract #N/B 10-01 for \$4,372.00.

- Goenner made a motion to approve Contract #N/B 10-01 for \$4,372.00. Hipsag seconded the motion.

Affirmative: Seeley, Hipsag, Manthei, Goenner

Opposed: None

Motion Carried

B) Andrew Schreder Contract#CWF2010-1 for \$21,300.00.

- Goenner made a motion to approve Contract #CWF2010-1 for \$21,300.00. Seeley seconded the motion.

Affirmative: Seeley, Hipsag, Manthei, Goenner

Opposed: None

Motion Carried

C) FY2010 BWSR Metro WCA Enforcement Grant for \$14,000.00

- Goenner made a motion to approve BWSR FY2010 metro WCA Enforcement Grant for \$14,000.00. Seeley seconded the motion.

Affirmative: Seeley, Hipsag, Manthei, Goenner

Opposed: None

Motion Carried

D) Ag BMP Loan request for \$8,585.00 to upgrade a failing septic system.

- Seeley made a motion to approve the Ag BMP Loan request for \$8,585.00 to upgrade a failing septic system. Hipsag seconded the motion.

Affirmative: Seeley, Hipsag, Manthei, Goenner

Opposed: None

Motion Carried

11. Engineering quotes for 3rd Stormwater Site

Doran asked the Board to approve getting a quote from BDM Consulting Engineers for the 3rd site. The quote will need to be in line with previous quotes that have been approved by the Board. The quote will be approximately \$3,050.00 based on previous quotes from BDM.

- Seeley made a motion to approve receiving a quote from BDM Consulting Engineers for the 3rd Stormwater Site in Elk River. Mathei seconded the motion.

Affirmative: Seeley, Hipsag, Manthei, Goenner
Opposed: None
Motion Carried

12. Computer Update/Quotes

Doran submitted to the Board the quote received for computer/networking services if provided through Sherburne County. Doran is waiting on an additional quote from an independent contractor.

13. Lease/Building Update

Doran updated the Board on potential office/equipment storage locations and the status on our current location requirements.

14. Budget Update

Doran discussed a preliminary amended 2010 budget and a proposed budget for 2011. Doran will have a final proposed budget for 2011 at the next regular scheduled meeting for the Board to approve.

15. Grant Updates

Doran updated the Board on the status of pending grants.

16. Staff Reports

Discussion was had regarding staff reports.

17. Election Filing Update/Information

Discussion was held regarding 2010 elections.

18. Correspondence

19. Adjourn

Schlosser adjourned the meeting without objection at 10:14 a.m.

Next regular meeting is scheduled for July 12th, 2010 at 8:30 a.m. at the USDA Service Center in Elk River.

Respectfully submitted by

Signature

Date

Doug Manthei, Secretary