BOARD MEETING MINUTES
Regular Meeting

Date: February 14th, 2019
Location: Sherburne SWCD Office - 425 Jackson Ave NW
Elk River, MN 55330

Board Members Present
- Michael Schroeder
- Larry Goenner
- Roger Nelson
- Jason Selvog
- Kerry Saxton

Staff Present
- Francine Larson
- Dan Cibulka
- Andie Bumgarner
- Gina Hugo
- Miranda Wagner
- Frances Gerde

Others Present
- Barbara Burandt, Sherburne County Commissioner

*denotes partial attendance

Regular Agenda

1. Call to Order
   Meeting was called to order by Chair Schroeder at 8:37 a.m. A quorum was present.

2. Pledge of Allegiance
   Schroeder led the Board of Supervisors in the Pledge of Allegiance.

3. Open Forum/Introductions
   There were no comments from the audience.

4. Approval of Agenda
   - 19.022 - Motion by Goenner, second by Nelson to approve the agenda with submitted additions. All members voting yes. Motion carried.

5. Secretary's Report – January 10, 2019 Board Meeting Minutes
   - 19.023 - Motion by Nelson, second by Goenner to approve the January 10, 2019 Board Meeting Minutes as presented. All members voting yes. Motion carried.

   Nelson read the updated January 2019 Program Summary Report. Discussion was had.
   - 19.024 - Motion by Goenner, second by Saxton to accept the January 2019 Financial Reports as submitted, subject to audit. All members voting yes. Motion carried.

7. Treasurer’s Report – February 2019 Accounts Payable
   Larson distributed the February 2019 Accounts Payable Summary. Check numbers 6682 through 6698 totaling $7,869.71 were submitted for approval. Discussion was had.
   - 19.025 - Motion by Nelson, second by Goenner to approve the February 2019 Accounts Payable as submitted. All members voting yes. Motion carried.

8. Supervisor Committee Reports & Vouchers – Supervisors reviewed their meeting attendance. Discussion was had.
   - 19.026 - Motion by Goenner, second by Nelson to approve the Supervisor Vouchers as submitted. All members voting yes. Motion carried.

9. District Managers Report – Larson reviewed her monthly activities and provided an update on the vehicle search. Discussion was had. Written report available upon request.

10. NRCS Activity Report – Larson distributed Reberg’s activities report. The report provided NRCS talking points on the 2018 Farm Bill. Discussion was had.
18. Motion carried. 
19034 - Motion by Nelson, second by Seelig, to adjourn the meeting. All members voting yes.

17. Adjourn.

16. Upcoming Meetings and Events - Discussion was held regarding upcoming events and schedules.

Motion carried. All members voting yes. Motion carried.

19033 - Motion by Nelson, second by Seelig to allow staff to pursue discussions with County regarding the timeline for the Mississinewa-St Cloud/Seurat TIP application. Larson stated that she will meet with the Steuben County Soil and Water Commissioners to discuss their position.

15a. Approval to direct letter of interest to Elkhart River Watershed Association – Discussion was held regarding procedure request form as presented. All members voting yes. Motion carried.

19029 - Motion by Geenre, second by Seelig to adopt the nonstructural land management

General Discussion was held.

revised the NIPF request forms for the Capability/Goal Sharing Program and the CFT Nitrate Reduction


Motion carried. All members voting yes. Motion carried.

19031 - Motion by Geenre, second by Seelig to schedule the Visiting session for July 11, 2019.

15. Schedule Visiting Session SWCD Visiting Session – Discussion was had.

Motion carried. All members voting yes. Motion carried.

19030 - Motion by Seelig, second by Geenre to execute the Run River Watershed Partnership

Board for consideration at their next board meeting.

14. Authorization to execute Run River Watershed Partnership Memorandum of Agreement – Discussion was had.

Motion carried. All members voting yes. Motion carried.

19029 - Motion by Geenre, second by Seelig to accept 2018 Audit Find from Peterson Company

13. Consider 2018 Audit Find – Peterson Company LTD – Discussion was had.

Motion carried. All members voting yes. Motion carried.

19028 - Motion by Geenre, second by Nelson designate Klein Bank as the 2019 Financial

Switching banks midway through completion of the annual budget was an issue. Discussion was had.

12. Designate 2019 Financial Depositors – Discussion was held.

Motion carried. All members voting yes. Motion carried.

11. District Staff Monthly Reports – Available SWCD staff reviewed their monthly activities with the Board.

Motion carried. All members voting yes. Motion carried.

Meeting should be present or unable to attend. All members voting yes. Motion carried.

Seven Code Confusion in Annual NIPF Presentation be resolved in the SWCD Board

Meeting to submit letter to the SWCD or re-consultation.
I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

[Signature]

[Title]

[Date] 3-14-19
# TREASURER’S MONTHLY REPORT SHERBURNE SWCD
## February-19
### PROGRAM SUMMARY

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>Beginning Balance</th>
<th>Receipts</th>
<th>Disbursement</th>
<th>End of Month Balance</th>
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<tr>
<td><strong>Operating Funds</strong></td>
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<tr>
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<td>$30,660.78</td>
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<tr>
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| Program Funds | | | | |
| BWSR SWCD Capacity Grant FY20 | $ - | $ - | $ - | $ - |
| BWSR SWCD Capacity Grant FY19 | $100,000.00 | $ - | $ - | $100,000.00 |
| BWSR SWCD Capacity Grant FY18 | $12,758.43 | $ - | $ - | $12,758.43 |
| BWSR SWCD Capacity Grant FY17 | $26,338.16 | $ - | $ - | $26,338.16 |
| BWSR Cost Share Base Grant FY20 | $ - | $ - | $ - | $ - |
| BWSR Cost Share Base Grant FY19 | $7,493.00 | $ - | $ - | $7,493.00 |
| BWSR Cost Share Base Grant FY18 | $6,243.00 | $ - | $ - | $6,243.00 |
| BWSR Buffer Initiative FY20 | $ - | $ - | $ - | $ - |
| BWSR Buffer Initiative FY19 | $10,000.00 | $ - | $ - | $10,000.00 |
| BWSR Buffer Initiative FY18 | $4,103.16 | $ - | $ - | $4,103.16 |
| BWSR Conservation Delivery FY20 | $ - | $ - | $ - | $ - |
| **BWSR Conservation Delivery FY19** | $17,902.04 | $ - | $3,732.96 | $14,169.08 |
| NRBG WCA | $3,612.33 | $ - | $1,806.17 | $1,806.16 |
| AIS Prevention Aid | $88,141.13 | $ - | $ - | $88,141.13 |
| Plant Materials Learning Center | $1,313.88 | $ - | $ - | $1,313.88 |
| Terry's Trees - Memorial Fund | $1,845.00 | $100.00 | $ - | $1,945.00 |
| CWF FY2018 - ER Bac Reduction Phase | $36,478.85 | $ - | $ - | $36,478.85 |
| CWF FY2019 - Nitrate Reduction Grant | $ - | $ - | $ - | $ - |
| **SUBTOTALS** | $320,228.98 | $100.00 | $6,539.13 | $313,789.85 |

## DISTRIBUTION OF FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Beginning Balance</th>
<th>Receipts</th>
<th>Disbursement</th>
<th>End of Month Balance</th>
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<td>Cash Checking</td>
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**TOTAL FUNDS** $438,646.18

Treasurer's Signature

Date: 3-19-19