



BOARD MEETING MINUTES

Regular Meeting

Date: April 14th, 2014

Location: Elk River USDA Service Center, 14855 Highway 10
Elk River, MN 55330

Board Members Present

Larry Goenner, Chair
Jason Selvog, Vice Chair
Roger Nelson, Secretary
Douglas Hipsag, Treasurer
David Berg, Reporter

Staff Present

Francine Larson
Bill Bronder (8:35 – 9:05)
Gina Hugo (8:35 – 9:10)
Tiffany Determan (8:35 – 9:24)
Frances Gerde (8:35 – 9:10)

Others Present

John Riebel, Sherburne County
Commissioner
Mary Monte, NRCS District
Conservationist
David Hannula, Sherburne County
(8:28 – 8:35) Citizen Newspaper

Regular Agenda

1. Call to Order

Meeting was called to order by Chair Goenner at 8:28 a.m. A quorum was present.

2. Pledge of Allegiance

Goenner led the Board of Supervisors in the Pledge of Allegiance

3. Open Forum

Larson invited Gina Hugo into the Board Meeting. Larson stated that Hugo recently received the Minnesota Community Forestry Outstanding Project Award for her work through the Community Engagement and Preparedness project in Sherburne County. Hugo was presented the award at the MN Shade Tree Short Course in March. The Board congratulated Hugo on her achievement. David Hannula, Citizen Newspaper took photos of Hugo and her award.

4. Approval of Agenda

- Motion by Nelson, second by Berg to approve the agenda with stated additions. All members voting yes. Motion carried.

5. Secretary's Report – March 10, 2014 Board Meeting Minutes

- Motion by Nelson, second by Hipsag to approve the March 10, 2014 Board Meeting Minutes as presented. All members voting yes. Motion carried.

6. Treasurer's Report – March 2014 Financial Report

Hipsag read the report. Discussion followed.

- Motion by Nelson, second by Selvog to approve the Financial Report as submitted, subject to audit. All members voting yes. Motion carried.

7. Treasurer's Report – Accounts Payable & Supervisor Vouchers

Hipsag approved submitted Supervisor's vouchers. Larson distributed the April 2014 Accounts Payable Summary. Goenner and Selvog signed check numbers 5687 through 5695 totaling \$1,704.37 prior to the meeting.

- Motion by Hipsag, second by Nelson to approve the April 2014 Accounts Payable and Supervisor's vouchers as submitted. All members voting yes. Motion carried.

8. NRCS Staff & District Staff Monthly Reports - Monte distributed her monthly report and discussion was had regarding NRCS program updates, technical assistance and monthly activities. SWCD staff presented a Prezi presentation focusing on current SWCD conservation activities and how they relate to the different cover types and land uses in Sherburne County. The presentation was given to the County Board earlier this month. Discussion followed.

9. Review MS-SC WRAPS Report - Determan presented the Board with a PowerPoint presentation summarizing the Mississippi-St. Cloud Watershed Restoration and Protection Strategies Report. Discussion followed.

10. **Review NRCS Civil Rights Responsibilities** – Monte provided a review of the Civil Rights Responsibilities documentation. Discussion followed. Monte requested the Board members sign an Affirmation of Review form.
 - Motion by Selvog, second by Berg to approve Board member signatures on the Affirmation of Review form. All members voting yes. Motion carried.
11. **Delegation of Grant Agreement Approval Authority to the District Manager** – Larson requested authority to sign Board approved grant agreements. Larson noted that on occasion grant agreements are delayed for various reasons and final documentation may not be available for the Board meeting. Discussion followed.
 - Motion by Selvog, second by Hipsag to delegate grant agreement approval authority to the District Manager. All members voting yes. Motion carried.
12. **Authorization to Execute FY2014 Clean Water Fund Grant Agreement with BWSR** – Larson stated that she received the grant agreement from the Board of Water and Soil Resources totaling \$318,400.00. Funding includes \$150,400 for Irrigation Scheduling, \$21,750 for Elk River Well Sealing, \$86,250 for Briggs Lake Chain Restoration Partnership, and \$60,000 for the Elk River Targeted Bacteria Reduction program. The agreement expires December 31, 2016.
 - Motion by Hipsag, second by Selvog to execute the FY2014 Clean Water Fund Grant Agreement with the Board of Water and Soil Resources. All members voting yes. Motion carried.
13. **Authorization to Execute FY2014 Shared Technical Services Agreement with Stearns SWCD** – Larson stated that she and Dennis Fuchs, Stearns SWCD Administrator developed a work plan for Shared Technical Services for FY2014 whereas Sherburne SWCD will provide monitoring services as well as lab fees for Stearns SWCD in exchange for technical assistance with BMP site identifications and inspections. The agreement expires December 31, 2014. Discussion followed.
 - Motion by Berg, second by Hipsag to execute the FY2014 Shared Technical Services Agreement with Stearns SWCD. All members voting yes. Motion carried.
14. **Authorization to Execute FY2014 Sustainable Ag Demo Grant Agreement with MDA** – Larson stated that she will be receiving the Sustainable Agriculture Demonstration grant agreement from the Minnesota Department of Agriculture totaling \$19,570.16. Funding will be distributed annually based on work plan initiatives. The agreement expires December 31, 2016. Discussion followed.
 - Motion by Hipsag, second by Berg to execute the FY2014 Sustainable Ag Demo Grant Agreement with the Minnesota Department of Agriculture. All members voting yes. Motion carried.
15. **Authorization to Execute FY2014 Targeted Township Nitrate Sampling Joint Powers Agreement with MDA** – Larson stated that she will be receiving the Targeted Township Nitrate Sampling Joint Powers Agreement from the Minnesota Department of Agriculture. Larson stated that she has been working with RMB Environmental Laboratories to develop a work plan to identify partner responsibilities. Funding will be invoiced quarterly based on work plan initiatives. The agreement expires December 31, 2014. Discussion followed.
 - Motion by Hipsag, second by Berg to execute the FY2014 Targeted Township Nitrate Sampling Joint Powers Agreement with the Minnesota Department of Agriculture. All members voting yes. Motion carried.
- 15a. **Authorization to Execute FY2014 Research Agreement with the U of M Sand Plain Research Farm** – Larson stated that she received the agreement from the U of M Sand Plain Research Farm for the Sherburne Community Gravel Bed. The SWCD will be responsible for the \$500.00 plot fee. The agreement expires on December 31, 2014.
 - Motion by Hipsag, second by Nelson to execute the FY2014 Research Agreement for the Sherburne Community Gravel Bed with the U of M Sand Plain Research Farm. All members voting yes. Motion carried.
16. **Authorization to Submit Bi-Annual Budget Request to Board of Water and Soil Resources** – Larson requested approval to submit the BBR to BWSR for fiscal years 2016-2017.

- Motion by Hipsag, second by Selvog to authorize staff to submit the Bi-Annual Budget Request to the Board of Water and Soil Resources. All members voting yes. Motion carried.
17. **District Manager's Report** - Larson distributed a questionnaire from Jason Weinerman, BWSR in preparation for the Board training session scheduled during the May Board Meeting. Larson reminded the Board that nominating District 2 (Supervisor Berg) and District 4 (Supervisor Selvog) are up for election this year. Supervisors must file for candidacy between May 20th and June 3rd. Berg noted that he will not be filing for the District 2 Supervisor position. Larson will draft a news release for the upcoming election and update the district website with election guidance documentation.
 18. **Supervisor Committee Reports** - Supervisors discussed meetings and events that they attended within the last 30 days.
 19. **Upcoming Meetings and Events** - Discussion was had regarding upcoming events and meetings.
 20. **Adjourn**
 - Motion by Nelson, second by Berg to adjourn the meeting. All members voting yes. Motion carried.

Meeting adjourned at 10:13 a.m.

Respectfully submitted by
Roger Nelson, Secretary



Signature

5-12-14
Date