



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.

6. **Treasurer's Report – January 2019 Financial Reports**

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.

- **19.027** - Motion by Selvig, second by Saxton to submit letter to Reberg and Area Conservationist, Steven Cole requesting an alternate NRCS representative be available to attend the SWCD Board Meetings should Reberg be absent or unavailable to attend. All members voting yes. Motion carried.

11. District Staff Monthly Reports - Available SWCD staff reviewed their monthly activities with the Board. Individual written reports available upon request. Discussion was had.

12. Designate 2019 Financial Depositories - Larson stated that she would like to continue to utilizing Klein Bank; transferring banks at this time would not be recommended. Larson noted that she will consider switching banks mid-year upon completion of the annual bare root tree sale. Discussion was had.

- **19.028** - Motion by Goenner, second by Nelson designate Klein Bank as the 2019 Financial Depositories. All members voting yes. Motion carried.

13. Consider 2018 Audit Bid - Peterson Company LTD - Discussion was had.

- **19.029** - Motion by Goenner, second by Selvig to accept 2018 Audit Bid from Peterson Company LTD. All members voting yes. Motion carried.

14. Authorization to execute Rum River Watershed Partnership Memorandum of Agreement - Discussion was had regarding the MOA. Larson stated that the MOA will also be presented to the Sherburne County Board for consideration at their next Board Meeting.

- **19.030** - Motion by Selvig, second by Goenner to execute the Rum River Watershed Partnership Memorandum of Agreement. All members voting yes. Motion carried.

15. Schedule Sherburne SWCD Visioning Session - Discussion was had.

- **19.031** - Motion by Goenner, second by Selvig to schedule the visioning session for July 11, 2019. All members voting yes. Motion carried.

15a. Adopt Nonstructural Land Management Practices for July1, 2018 - December 31, 2022 - Wagner reviewed the NLMF request forms for the Capacity/Cost Share program and the CWF Nitrate Reduction Grant. Discussion was had.

- **19.032** - Motion by Goenner, second by Selvig to adopt the nonstructural land management practice request form as presented. All members voting yes. Motion carried.

15b. Approval to draft letter of intent to Elk River Watershed Association - Discussion was had regarding the timeline for the Mississippi-St. Cloud/Sarcel 1W1P application. Larson stated that she will meet with Sherburne County staff and Commissioners to discuss their position.

- **19.033** - Motion by Nelson, second by Goenner to allow staff to pursue discussions with County officials and County staff regarding participation in the Elk River Watershed Association. All members voting yes. Motion carried.

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

17. Adjourn

- **19.034** - Motion by Nelson, second by Saxton to adjourn the meeting. All members voting yes. Motion carried.

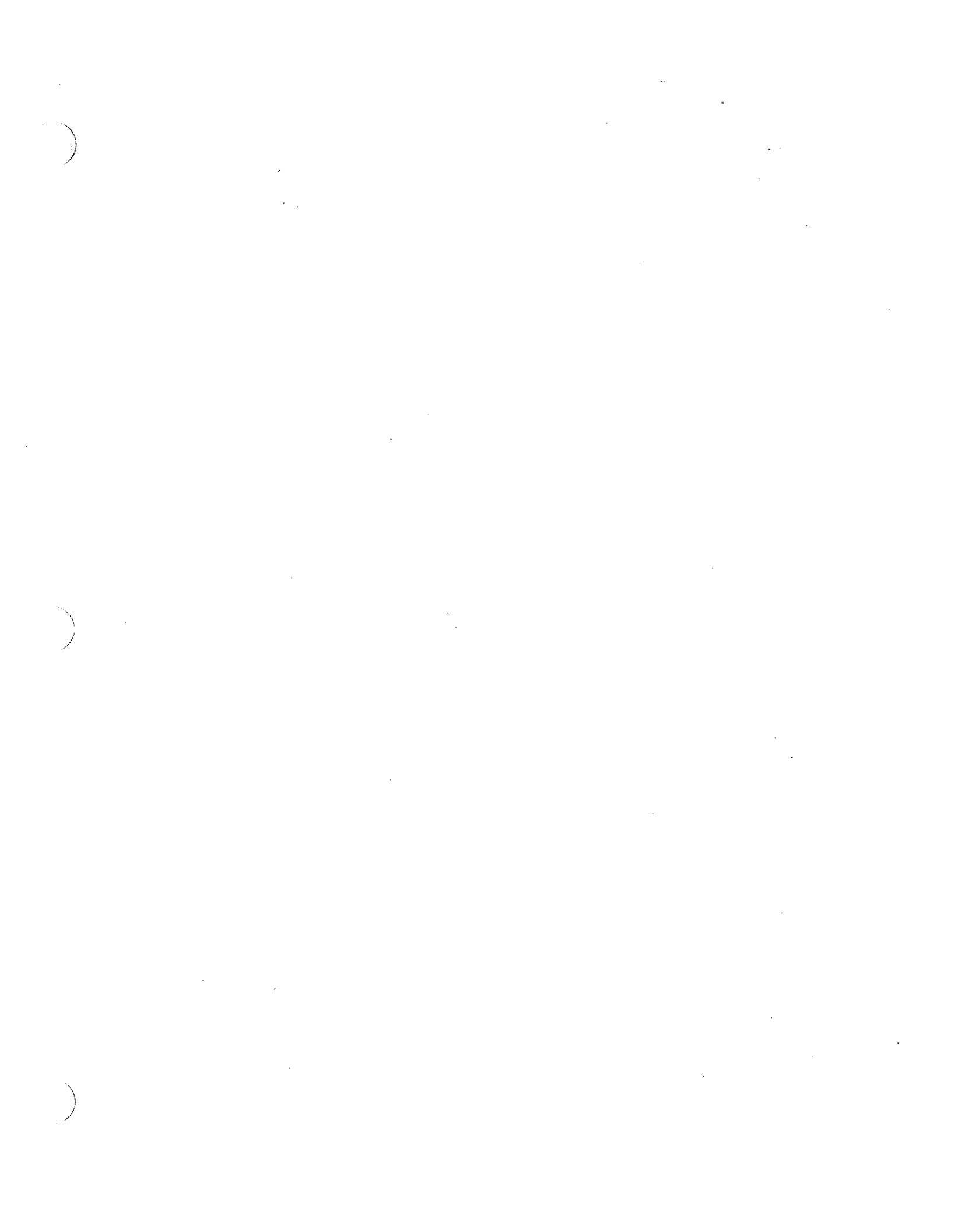
18. Meeting adjourned at 10:17 a.m.

Respectfully submitted by Francine Larson, District Manager.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Yang Houn
Signature & Title

3-14-19
Date



TREASURER'S MONTHLY REPORT SHERBURNE SWCD

February-19

PROGRAM SUMMARY

PROGRAM	Beginning Balance	Receipts	Disbursement	End of Month Balance
Operating Funds				
District	\$ 115,773.30	\$ 22,644.82	\$ 13,561.79	\$ 124,856.33
County Allocation	\$ 30,660.78	\$ -	\$ 30,660.78	\$ -
SUBTOTALS	\$ 146,434.08	\$ 22,644.82	\$ 44,222.57	\$ 124,856.33

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
BWSR Conservation Delivery FY18	\$ 3,612.33	\$ -	\$ 1,806.17	\$ 1,806.16
NRBG WCA	\$ 4,000.00	\$ -	\$ 1,000.00	\$ 3,000.00
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

TOTAL FUNDS \$ 438,646.18

DISTRIBUTION OF FUNDS

	Beginning Balance	Receipts	Disbursement	End of Month Balance
Cash Checking	\$ 113,467.58	\$ 4,268.51	\$ 44,222.57	\$ 73,513.52
Savings	\$ 288,207.67	\$ 11,937.18	\$ -	\$ 300,144.85
CD - 74	\$ 47,710.27	\$ -	\$ -	\$ 47,710.27
CD - 51	\$ 17,277.54	\$ -	\$ -	\$ 17,277.54
SUBTOTALS	\$ 466,663.06	\$ 16,205.69	\$ 44,222.57	\$ 438,646.18

TOTAL FUNDS \$ 438,646.18

Treasurer's Signature



Date

3-14-19

