



BOARD MEETING MINUTES

Regular Meeting

Date: January 12nd, 2015

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

Board Members Present

Larry Goenner
Jason Selvog
Roger Nelson

Staff Present

Francine Larson
Andie Bumgarner

Others Present

Jason Weinerman, BWSR
Mary Monte, NRCS District
Conservationist

Regular Agenda

1. Call to Order

Meeting was called to order by Chair Goenner at 8:31 a.m. A quorum was present.

2. Pledge of Allegiance

Goenner led the Board of Supervisors in the Pledge of Allegiance

3. Open Forum

There were no comments from the audience

4. Oath of Office

The Oath of Office was taken by Selvog.

5. Election of 2015 Officers

Members elected to rotate positions, Selvog as Chair, Nelson as Vice Chair, Hipsag as Secretary, Goenner as Reporter, and Berg as Treasurer.

- Motion by Selvog, second by Nelson to rotate Officer Positions for 2015 as stated in the Operating Rules & Bylaws. All members voting yes. Motion carried.

Chair Selvog carried out the remainder of the meeting.

6. Approval of Agenda

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

7. Secretary's Report – December 22, 2014 Board Meeting Minutes.

- Motion by Nelson, second by Goenner to approve the December 22, 2014 Board Meeting Minutes as presented. All members voting yes. Motion carried.

8. Treasurer's Report – December 2014 Financial Report

Larson read the December 2014 Financial Report.

- Motion by Goenner, second by Nelson to approve the December 2014 Financial Report as submitted, subject to audit. All members voting yes. Motion carried.

9. Treasurer's Report – Accounts Payable & Supervisor Vouchers – Nelson approved submitted

Supervisor's vouchers. Larson distributed the January 2015 Accounts Payable Summary. Selvog and Nelson signed check numbers 5811 through 5817 totaling \$8,963.03 prior to the meeting.

- Motion by Nelson, second by Goenner to approve the January 2015 Accounts Payable and Supervisor's vouchers as submitted. All members voting yes. Motion carried.

10. Amendment to the District Board Operating Rules and Guidelines – Larson distributed a copy of the Bylaws and Operating Rules with suggested updates. The document was reviewed and discussion was had.

- Motion by Nelson, second by Goenner to adopt the amended 2015 Bylaws and Operating Rules. All Members voting yes. Motion carried.

11. **Appointment of Board Members to Committees and Organizations for 2015**– Larson reviewed the current committee assignments. Discussion was had. The Board decided to delay the assigning of a Supervisor to the Forestry Association Committee until after Gina Hugo attends a meeting. The list of assignments will be posted on the SSWCD website.
 - Motion by Nelson, second by Goenner to appoint Board Members to Committees as discussed. All members voting yes. Motion carried.
12. **Establish 2015 Board Meeting Schedule**

Goenner noted a potential conflict with the current schedule. Discussion was had. Selvog suggested keeping the current schedule until there is more information from Goenner. The SWCD Board meetings are scheduled for the second Monday of each month at 8:30 a.m., unless otherwise posted.

 - Motion by Nelson, second by Goenner to approve 2015 Board Meeting Schedule. All members voting yes. Motion carried.
13. **Designate 2015 Financial Institute as Klein Bank**
 - Motion by Goenner, second by Nelson to designate Klein Bank as the District's Financial Institute for 2015. All members voting yes. Motion carried.
14. **Designate 2015 Official Newspaper as Sherburne County Citizen**
 - Motion by Goenner, second by Nelson to designate Sherburne County Citizen as the District's Official Newspaper for 2015. All members voting yes. Motion carried.
15. **Adopt 2015 Fee Schedule** – Larson reviewed the updated fee schedule. Discussion was had.
 - Motion by Goenner, second by Nelson to adopt the 2015 Fee Schedule as presented. All members voting yes. Motion carried.
16. **NRCS Staff Report** – Monte distributed her monthly report and updated the board on CSP renewals completed for FY2015 and ongoing payment processing for EQIP and WHIP. February 10, 2015 is the deadline for comments on EQIP. Discussion was had.
17. **Authorization to Execute Professional Services Contract with CRWD** – Larson spoke briefly about the contract between Sherburne Soil and Water Conservation District and Clearwater River Watershed District. Discussion was had.
 - Motion by Goenner, second by Nelson to approve Authorization to execute the Professional Services Contract with CRWD. All members voting yes. Motion carried.
- 17a. **Engineering Assistance Request for Long Lake**

Larson requested approval to submit an NPEAP engineering assistance application to the Metro Conservation District for a project on Long Lake, not to exceed \$2,500.00

 - Motion by Goenner, second by Nelson to approve submitting an NPEAP application assistance request through the Metro Conservation District. All members voting yes. Motion carried.
18. **Strategic Planning / Visioning Meeting** – Larson spoke about arranging a meeting offsite between SWCD Supervisors and Staff to discuss long range goals for the SWCD. It is suggested that this event be mediated. Discussion was had.
 - Motion by Goenner, second by Nelson to approve the Strategic Planning / Visioning Meeting. All members voting yes. Motion carried.
19. **Discuss 2014 MASWCD Resolution #27 – NACD Voting Delegates**

Discussion was had regarding resolution #27. Selvog noted that Stearns and Benton SWCD are interested in entertaining further discussion on the Resolution. Weirnerman suggested the District obtaining more information from MASWCD regarding the history between NACD and MASWCD.
20. **Update Signature Cards**
 - Motion by Goenner, second by Nelson to approve and sign the update signature cards. All members voting yes. Motion carried.
21. **District Manager Report** – Larson discussed events for the upcoming year. Larson confirmed with the Board that the District will be hosting an Appreciation Dinner this fall as opposed to a

Conservation Tour; however she is working on arranging a small tour for the County Commissioners to showcase some of the SWCD projects. Larson also noted that the District will need to have an audit done on the 2014 financial records and is working with Peterson Company, LTD on an audit bid.

22. Supervisor Committee Reports – Supervisors discussed meetings and events that they attended within the last 30 days.

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

24. Adjourn

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

Meeting adjourned at 9:25 a.m.

Respectfully submitted by
Doug Hipsag, Secretary

Signature

Date