



## BOARD MEETING MINUTES

### Regular Meeting

Date: June 9<sup>th</sup>, 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

#### Others Present

John Riebel, Sherburne County  
Commissioner  
Mary Monte, NRCS District  
Conservationist

#### Regular Agenda

**1. Call to Order**

Meeting was called to order by Chair Goenner at 8:30 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. 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 – May 12, 2014 Board Meeting Minutes**

- Motion by Nelson, second by Selvog to approve the May 12, 2014 Board Meeting Minutes as presented. All members voting yes. Motion carried.

**6. Treasurer's Report – May 2014 Financial Report**

Hipsag read the report. Discussion followed.

- Motion by Nelson, second by Berg 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 June 2014 Accounts Payable Summary. Goenner and Hipsag signed check numbers 5708 through 5721 totaling \$24,124.52 prior to the meeting.

- Motion by Nelson, second by Hipsag to approve the June 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 reports were included in the board packet.

**8a. Authorization to Execute Contract with Vinson Carlson for Shoreline Restoration FY14-01**


Larson stated that Vinson Carlson located on West Hunter Lake in Zimmerman is requesting cost share to restore a shoreline utilizing native grasses and forbs; both plugs and seed. The project cost estimate is \$1,318.35.

- Motion by Selvog, second by Hipsag to approve cost share contract FY14-01 with Vinson Carlson for installation of a shoreline restoration project at 75%, not to exceed \$500.00. All members voting yes. Motion carried.

9. **Authorization to Submit 2015 Budget to Sherburne County** – Larson distributed a draft budget. The Financial Committee is proposing an increase of \$10,000.00 over the 2014 County Allocation. Larson stated that the additional funds will be used to cover the cost of employee step increases for 2015.
  - Motion by Nelson, second by Hipsag to approve the 2015 budget as presented and submit to Sherburne County. All members voting yes. Motion carried.
10. **Authorization to Hire Part-Time Administrative/Marketing Assistant** – The Personnel Committee updated the Board on the results of the interviews. The Personnel Committee recommends offering the position to Andie Bumgarner with a starting salary of \$18.45 per hour. The proposed starting date is scheduled for 6/23/2014.
  - Motion by Hipsag, second by Selvog to offer the position to Andie Bumgarner at \$18.45 per hour with a starting date of 6/23/2014. All members voting yes. Motion carried.
11. **District Manager's Report** – Larson stated that the District will not be renting a booth in the commercial building this year at the County Fair, but will be assisting the Farm Friends Barn with their display.
12. **Supervisor Committee Reports** - Supervisors discussed meetings and events that they attended within the last 30 days.
13. **Upcoming Meetings and Events** - Discussion was had regarding upcoming events and meetings.
14. **Adjourn**
  - Motion by Nelson, second by Berg to adjourn the meeting. All members voting yes. Motion carried.

Meeting adjourned at 9:15 a.m.

Respectfully submitted by  
Roger Nelson, Secretary

  
\_\_\_\_\_  
Signature

7-14-14  
\_\_\_\_\_  
Date