

Benton SWCD
Regular Board Meeting Minutes
Old Benton County Highway Department Building, Foley, MN
January 13th, 2010

Attendance: Supervisors - Wade Bastian, Joe Jordan, Phil Grosland, Bernie Thole and Chuck Rau.
Others: Gerry Maciej, Pat Gehling (NRCS)

I. Call meeting to order

The meeting was called to order by Bastian at 8:30 A.M.

II. Pledge of Allegiance - Recited

III. Approve Agenda

Maciej asked to add the following item: X Information Items, C. New Business, 3. Green Acres Property Tax Program meeting. Motion by Jordan second by Grosland to approve the agenda with the addition. All were in favor. The motion passed.

IV. Minutes of Previous Meetings

Motion by Jordan, second by Grosland to approve the minutes from the December 16th, 2009 regular board meeting as presented. All were in favor. The motion passed.

V. Little Rock Lake and Creek TMDL Updates

Water Plan Technician Annie Felix discussed the process and criteria used by the Little Rock Creek Technical Advisory Committee to evaluate consultant proposals for completing the Little Rock Creek TMDL studies. The Technical Advisory Committee is recommending to the SWCD Board that Barr Engineering Company be selected as the consultant for this phase of the TMDL's. Motion by Rau, second by Grosland to select Barr Engineering Company as the consultant for the Little Rock Creek TMDL studies and initiate contract development with the MPCA and Barr. All were in favor of the motion. The motion passed. Felix presented a timelines for Little Rock Lake and Creek TMDL activities, including a discussion about coordinating implementation plans. Motion by Rau, second by Thole to adopt the plan and timeline as presented. All were in favor. The motion passed.

VI. Progress Reports

A. Staff reports – Felix presented details about staff accomplishments for district staff. Maciej provided a list of projects being worked on in the office.

B. NRCS reports – Gehling presented his report.

C. U of M Extension Service report – Martens was not available for a report.

VII. Treasurers' Report

Maciej presented the Money Market Account Report, Account Quick Report and December Program Summary Report. Maciej reviewed the end of year checks approved and signed by himself and Grosland.

There was discussion about check #7757 (William Walker). Maciej informed the board that the invoiced amount for each task from Walker is different than the amount budgeted for each task in our contract. The amount invoiced for each task is different from the amount requested to be reimbursed for each task from the MPCA. In a follow up e-mail about the invoicing, Walker acknowledged that his final bill for the entire TMDL project will equal the total amount listed in the contract (\$63,900). The board expressed a concern that the SWCD is utilizing funds for tasks not yet completed, however the contract with Walker binds him to complete all tasks and the district contract with MPCA binds the district to complete all tasks. After further discussion the board asked Maciej to provide additional information at the February board meeting about what options are available for withholding Walker's final payment until the project is completed.

Motion by Grosland, second by Rau to approve the reports. All were in favor. The motion passed. Maciej presented the Accounts Payable report. Motion by Grosland, second by Jordan to approve the accounts payable report and pay bills. All were in favor. The motion passed.

VIII. **Conservation Plans**

A. Walter Parkins – FY09-02 – Payment Request – Motion by Rau, second by Grosland to approve the cost share reimbursement request for contract number FY09-02 in the amount of \$1,000. All were in favor of the motion. The motion passed.

IX. **Action Items**

A. **New Business**

- 1) Consider resolution supporting the vision for the future of the Mississippi River – Felix reported on recent activities with the Mississippi River Renaissance project. A resolution supporting the vision statement was reviewed and discussed. Motion by Grosland, second by Rau to adopt resolution #2010-01 Support of the vision for the future of the Mississippi River. All were in favor. The motion passed.
- 2) Resource Training and Solutions Joint Powers Agreement – Through consensus this item was tabled until the February board meeting.
- 3) Reschedule the February board meeting – Due to the MASWCD day at the capital scheduled for February 17th and 18th, there may be a need to reschedule the February board meeting. An alternate date of February 24th was discussed. Maciej was asked to change the board meeting date if the February 17th agenda for MASWCD day at the capital conflicts with the board meeting.
- 4) Consider a District computer contingency plan – Maciej led a discussion about the importance of having a plan for keeping the districts computer system up and running in the event that USDA can no longer allow districts access to their network. Motion by Grosland, second by Thole to grant the district manager authority to move forward with alternative computer networking systems in the event that USDA discontinues access to the network. All were in favor of the motion. The motion passed.
- 5) Set committees for 2010 – Motion by Jordan, second by Thole to set the following committees for 2010, with the first supervisor listed as the primary committee member and the second listed as a backup member:
 - Anoka Sand Plains Plant Materials – Jordan and Grosland
 - Education – Bastian and Jordan
 - Finance – Grosland and Rau
 - Mid Minnesota Mississippi River Resource Conservation and Development – Grosland and Jordan
 - SWCD Technical Service Area 2 – Thole and Grosland
 - Water Quality Water Resources Advisory Committee – Bastian and Rau
 - Water Quality Elk River Watershed Association – Jordan and Bastian
 - Mississippi River Renaissance – Rau and BastianAll were in favor of the motion. The motion passed.
- 6) Consider recommendations from Capability Resources – Recommendations for vacation and sick leave changes were not available so this item was tabled until February.
- 7) Manager and staff performance evaluations – Bastian distributed an e-mail he received from Mike Kremer (Capability Resources). Motion by Jordan, second by

Thole to close the meeting under Minnesota Statute 13D.05 subdivision 3 to conduct the district manager's performance evaluation. All were in favor. The motion passed. Bastian declared the meeting closed. Maciej informed the board of the requirement to record the closed meeting. The board was not prepared to record the proceedings of the closed meeting therefore Bastian declared the meeting open. Maciej was asked to contact Mike Kremer to schedule a meeting with at least one supervisor and the manager to discuss the contents of Kremer's e-mail.

X. **Information Items**

A. Committee Reports

- 1) ERWA Board Meeting – December 21 (Joe and Gerry) – A brief report was provided.

B. Old Business

- 1) Board insight meetings follow up – This was discussed earlier in the meeting.
- 2) Birdhouse material update – Supervisors reported that they are continuing to solicit cedar wood donations for bird houses.
- 3) Clean Water Fund grant application update (tabled in December) – This item was tabled until February.

C. New Business

- 1) U of M / BWSR Clean Water Listening Sessions – Maciej described the intent of the listening sessions and encouraged supervisor participation.
- 2) MASWCD Legislative Day at the Capital – Maciej will provide supervisors with an agenda when it becomes available from MASWCD.
- 3) Green Acres Property Tax Program meeting – Maciej informed board members of a meeting scheduled for January 19th that is being organized by Foley Public Schools. The meeting will inform the public about the changes to the green acres program.

XI. **Correspondence**

- A.** Elk River Watershed Association October 19, 2009 meeting minutes – The minutes were noted.

XII. **Adjourn**

Motion by Jordan, second by Thole to adjourn the meeting. All were in favor. The motion passed. The meeting adjourned at 10:59 A.M.

Secretary, Board of Supervisors

Date

Calendar of Future Events:

- January 25, Elk River Watershed Association meeting
- January 26, Water Resources Advisory Committee meeting
- February 17 and 18, MASWCD Day at the Capital
- February 22, Elk River Watershed Association meeting
- February 17 or February 24 (to be determined), Benton SWCD board meeting