

**BIG STONE SOIL & WATER CONSERVATION DISTRICT  
SUPERVISORS' MEETING –January 8, 2019  
AG SERVICE CENTER, ORTONVILLE MN**

The meeting was called to order by Chairman Jorgenson at 3:00 p.m.

The Pledge of Allegiance followed.

**Oath of Office** – Big Stone County Commissioner, Wade Athey, administered the Oaths of Office to Dan Morrill, Supervisor for Area I; and Lon Moen, Supervisor for Area V.

Supervisors present: Morrill, Moen, Holker, Jorgenson

Supervisors absent: Reisdorph

Others present: Beau Peterson, Joe Otto, Tammy Neubauer – SWCD; Wade Athey, BSC Commissioner

**Election of Officers/Re-Organization of District Officers:** motion Moen, second Holker, to cast a unanimous ballot for all officers to remain the same as 2018: Chairman Mike Jorgenson, Vice Chairman Dan Morrill, Treasurer Lon Moen, Member Ron Reisdorph, and Member Tom Holker. All in favor – motion carried.

**Approval of Agenda:** motion Moen, second Morrill, to approve the agenda. All in favor – motion carried.

**Secretary's Minutes** – motion Moen, second Holker, to approve the minutes of December 4<sup>th</sup>, 2018, meeting. All in favor – motion carried.

**Treasurer's Report** – motion Moen second Holker, to approve the Treasurer's Report and pay all bills presented. All in favor – motion carried.

**STRATEGIC PLANNING** – Beau Peterson discussed the scheduling of interviews for the District Technician position. They will be held Monday, January 14<sup>th</sup>, beginning in the morning.

**Big Stone County Commissioner Report** – Wade Athey was present to discuss County business. The County has hired an outside consultant for suggestions on the reorganization of the County offices. Wade also discussed the options for housing offices at the new Highway Building.

**OLD BUSINESS**

- Desks/Offices Furniture Quotes – tabled until all bid prices are in.
- NRCS – District Conservationist has left. The NRCS is in discussions for reorganization.

Wade Athey left the meeting at 3:45 p.m.

**NEW BUSINESS**

- Approval of Dues & Subscriptions - after discussion, motion Morrill, second Holker, to approve the following dues and subscriptions for 2019:

|                             |  |
|-----------------------------|--|
| NACD                        | 400.00                                     |
| MASWCD                      | \$ 2511.71                                 |
| SWMACDE                     | 75.00                                      |
| Area II dues                | 350.00                                     |
| Ortonville Independent      | 35.00                                      |
| Northern Star               | 35.00                                      |
| Pheasants Forever           | will be discussed when membership arrives. |
| Citizens for Big Stone Lake | 50.00                                      |

All in favor – motion carried.

- Designation of Media and Depositories – motion Moen, second Morrill, to designate the Ortonville Independent, the Northern Star and KDIO Radio, as district media sources; Minnwest Bank, Ortonville, and Frandsen Bank, Clinton, as district depositories for 2019. All in favor – motion carried.

## **Committee Assignments –**

- Personnel Committee – Morrill, Jorgenson
- Finance Committee – Reisdorph, Moen
- Pomme de Terre WD – Morrill, Reisdorph
- Bois de Sioux WD – Morrill, Jorgenson
- Legislative – Jorgenson
- Local Capacity – Jorgenson
- Assignment of Approval Authority for Staff: motion Moen, second Morrill, for the following approval authority given to the corresponding staff for 2019:
  - Walk in Access – Joe Otto, Beau Peterson, Tammy Neubauer
  - Working Lands Initiative – Joe Otto, Beau Peterson, Tammy Neubauer
  - Cooperative Weed Management Areas – Joe Otto, Beau Peterson, Tammy Neubauer
  - FarmBill Assistance – Joe Otto, Beau Peterson, Tammy Neubauer
  - State Services Grants (State Cost Share, Easement Delivery, Conservation Delivery; Program Implementation) - Beau Peterson, Tammy Neubauer, Joe OttoAll in favor – motion carried.
- CRP and Non Structural/Ecological practices – motion Moen, second Holker to give approval authority to Beau Peterson and Joe Otto. All in favor – motion carried.
- Designation of Responsible Authority – motion Moen, second Morrill, to assign Beau Peterson as the Designated Responsible Authority, per BWSR PRAP requirements. All in favor – motion carried.
- Logo Clothing Allowance – motion Moen, second Morrill, to allot \$150 for each employee for district logo clothing, and \$300 for the new hire position. All in favor – motion carried.
- PERA Options – PERA DCP options were presented to the supervisors for 2019. All supervisors are currently enrolled.
- Audit Bids – The District will be required to have an audit completed for 2018. After review of audit bids received, motion Moen, second Morrill, to sign contract with Peterson Company for the 2018 audit. All in favor – motion carried.
- Newsletter – a winter/spring newsletter was discussed.
- Debit Card Signatures – Treasurer Lon Moen, Tammy Neubauer, and Beau Peterson signed Minnwest Bank authority for Joe Otto's debit card.
- 2017 Local Capacity Voucher – motion Holker, second Moen, to approve 2017 Local Capacity voucher for Mark Chase #LC2017-03 for a Water and Sediment Basin – total contract approved \$16,448.44; funding from EQIP \$8,616.96; total Local Capacity grant assistance up to 65%, or \$2,074.53. All in favor – motion carried.
- 2019 State Cost Share Voucher – motion Morrill, second Holker, to approve 2019 State Cost Share Voucher to Loretta Kruger #19-2 – total contract approved \$900.00; State Cost Share assistance 50%, or \$450.00. All in favor – motion carried.
- MDA Noxious and Invasive Plant Grant Assistance – motion Morrill, second Holker, to approve and accept the MDA Noxious and Invasive Plant Grant Assistance Fund Budget Acknowledgment, for \$5,000.00. All in favor – motion carried.
- Frontier Precision Estimate – Beau Peterson discussed the license options for the Frontier Precision GIS. Motion Moen, second Morrill, to approve the \$850.00 per year subscription license. All in favor – motion carried.
- Technician Position Interviews – discussed previously.
- Bids for Tin Replacement on Shed Building – tabled to February meeting.
- NLMP Approval – motion Moen, second Holker to approve applying for Nonstructural Land Management Practices for FY 2019 Erosion Control and Water Management Policy Grant to allow Soil Health practices as a cost-shareable item through the SWCD. All in favor – motion carried.
- RMB (Contractor) for Nitrate Testing – motion Morrill, second Holker, to approve contracting with RMB Labs for the MDA Nitrate Testing Grant. All in favor – motion carried.

**NRCS Report – none**

**SWCD Report –none**

**FarmBill Technician Report –** Joe Otto presented the FarmBill Report.

**Manager's Report –** Beau Peterson presented the District Manager's Report.

Being there was no further business, the meeting was adjourned at 4:45 p.m.

Sincerely,

Tammy Neubauer, District Admin Asst