

**BIG STONE SOIL & WATER CONSERVATION DISTRICT  
SUPERVISORS' MEETING –January 5, 2021  
AG SERVICE CENTER, ORTONVILLE MN**

The virtual meeting was called to order by Vice Chairman Morrill at 3:00 p.m.

The Pledge of Allegiance followed.

Supervisors present: Moen, Holker, Morrill, Dybdahl

Others present: Joe Otto, Tammy Neubauer, Isaac Johnson; SWCD staff

**Oaths of Office** – Big Stone SWCD Manager, Tammy Neubauer, administered the Oaths of Office to Tom Holker, Supervisor for Area II; and David Dybdahl, Supervisor for Area III.

**Election of Officers/Re-Organization of District Officers: Election of Officers** – Vice Chairman Morrill declared nominations open for Chairman. Moen nominated Morrill. Nominations were called for two more times. Motion by Moen that nominations cease and Secretary Neubauer be instructed to cast a unanimous ballot for Morrill as Chairman, seconded by Holker. Voting in favor – Moen, Holker, and Dybdahl. Motion carried. Chairman Morrill declared nominations open for Vice Chairman. Moen nominated Holker. Nominations were called for two more times. Motion by Morrill that nominations cease and Secretary Neubauer be instructed to cast a unanimous ballot for Holker as Vice Chairman, seconded by Dybdahl. Voting in favor – Morrill, Moen, and Dybdahl. Motion carried. Chairman Morrill declared nominations open for Treasurer. Morrill nominated Moen. Nominations were called for two more times. Motion by Morrill that nominations cease and Secretary Neubauer be instructed to cast a unanimous ballot for Moen as Treasurer, seconded by Holker. Voting in favor –Morrill, Dybdahl, and Holker. Motion carried. Motion Morrill second Moen to appoint District Manager Neubauer as Secretary. Voting in favor – Morrill, Holker, Moen, and Dybdahl. Motion carried.

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

**Secretary's Minutes** – motion Moen, second Holker, to approve the minutes of December 1, 2020, meeting. All in favor – motion carried.

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

**STRATEGIC PLANNING** – Joe Otto presented information regarding the Buffer Compliance. Joe gave a brief background of the buffer compliance progress with Big Stone County, who is the enforcement entity. Joe gave an opinion about the progress of compliance notifications by the County, and has compiled a letter for BWSR, who is monitoring the situation. Joe and Tammy Neubauer will be meeting virtually, with Paul Erdmann, BWSR Buffer and Soil Loss Specialist, on January 27<sup>th</sup>, to discuss future action or participation.

**NEW BUSINESS**

- Approval of Dues & Subscriptions - after discussion, motion Moen, second Holker, to approve the following dues and subscriptions for 2021:

NACD	\$ 400.00
MASWCD	\$ 2674.00
SWMACDE	75.00
Area II dues	(not yet determined for 2021)
Ortonville Independent	35.00
Northern Star	35.00
Pheasants Forever	will be discussed when membership info arrives.

All in favor – motion carried.

- Designation of Media and Depositories – motion Moen, second Dybdahl, 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 2021. All in favor – motion carried.

**Committee Assignments –**

- Personnel Committee – Morrill, Reisdorph
- Finance Committee – Dybdahl, Moen
- Pomme de Terre WD – Morrill, Reisdorph
- Bois de Sioux WD – Morrill, Moen
- Upper Minnesota River Watershed District – Moen, Dybdahl
- Legislative – Moen
- Local Capacity – Morrill
- WCTSA Representative - Moen
- Assignment of Approval Authority for Staff: motion Moen, second Dybdahl, for the following approval authority given to the corresponding staff for 2021:
  - Walk in Access – Joe Otto, Tammy Neubauer
  - State Services Grants (State Cost Share, Conservation Delivery; Program Implementation) - Tammy Neubauer, Joe Otto, Isaac Johnson.All in favor – motion carried.
- CRP and Non-Structural/Ecological practices – motion Moen, second Dybdahl, to give approval authority to Tammy Neubauer, Isaac Johnson, and Joe Otto. All in favor – motion carried.
- Designation of Responsible Authority – motion Moen, second Holker, to assign Tammy Neubauer as the Designated Responsible Authority. All in favor – motion carried.
- Logo Clothing Allowance – motion Moen, second Holker, to allot \$150 for each employee for district logo clothing, \$300 for newer employee, Isaac Johnson. All in favor – motion carried.
- 2019 State Cost Share Contract Cancellation – motion Moen, second Holker, to cancel contract via amendment for Tom Arens #19-4 well sealing. All in favor – motion carried.
- 2021 Local Capacity Voucher – motion Holker, second Moen, to approve 2021 Local Capacity Voucher for Cathy Klebofski #21-1, Ag Waste Pit Closure: total partial payment voucher request \$13,336.00, total cost share assistance \$10,002.00, or 75%. All in favor – motion carried.

**Big Stone County Commissioner Report – none.**

**NRCS Report –** Tammy Neubauer read a NRCS Report from Burton Hendrickson.

**SWCD Technician’s Report –**Isaac Johnson presented the District Technician’s report.

**Program Technician Report –** Joe Otto presented the Program Technician’s Report.

**District Manager’s Report –** Tammy Neubauer presented the District Manager’s Report.

Being there was no further business, the meeting was adjourned at 4:09 p.m.

Sincerely,  
Tammy Neubauer  
District Manager