



# Clearwater Soil & Water Conservation District

312 Main Avenue North, Suite 3, Bagley MN 56621 • (218)694-6845 • www.clearwaterswcd.org

## *BOARD OF SUPERVISORS REGULAR MEETING JANUARY 15, 2015*

### *MEETING MINUTES*

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#### **Board Members Present:**

John Gunvalson, Alroy Lewis, Harlan Strandlien, Paul Rydeen and Marty Cobenais

**SWCD Staff:** Kathy Rasch, Nathan Nordlund, Lori Buell

**Guests:** John Nelson, County Commissioner

The meeting was called to order at 10:10 a.m. by Chair Lewis in the USDA Service Center. The Pledge of Allegiance was recited.

**Agenda:** Chair Lewis called for additions or corrections to the agenda. A motion to accept the Agenda as submitted was made by Rydeen. Second by Lewis. **Motion carried 4-0.**

**Appointment of Officers:** A motion to continue with the established office rotation for 2015 with new Board Member Cobenias taking Stinars position in the rotation. (New officers: Chair: Strandlien; Vice Chair: Rydeen; Secretary: Cobenais; Treasurer: Gunvalson; Member-at-Large: Lewis) was made by Rydeen. Second by Cobenias. **Motion carried 4-0.**

New Chair Strandlien took over running the meeting from now-former Chair Lewis.

Gunvalson arrived at 10:14

**2015 Rates:** A motion to keep the 2015 SWCD mileage reimbursement rates the same as the 2014 IRS rate (\$.56.5/mile) was made by Rydeen. Second Gunvalson. **Motion carried 5-0.**

A motion to keep supervisor per diem (\$65) and meal rates (\$6, breakfast; \$9, lunch; \$15, dinner) unchanged for 2015 was made by Gunvalson. Second Rydeen. **Motion carried 5-0.**

**Review of 2014 Committee Assignments:** A motion to approve the committee positions and assignments (as detailed on attached list) was made by Rydeen. Second by Lewis. **Motion carried 5-0.**

**2014 Meeting Dates, Times and Locations:** A motion to keep meetings on the third Thursday of each month at the following times and locations was made by Gunvalson:

February 19, 10:00 a.m., Bagley USDA Service Center

March 19, 10:00 a.m., Bagley USDA Service Center

April 16, 9:00 a.m., Bagley USDA Service Center

May 21, 8:00 a.m., Clearbrook City Chambers  
June 18, 8:00 a.m., Clearbrook City Chambers  
July 16, 8:00 a.m., Clearbrook City Chambers  
August 20, 8:00 a.m., Clearbrook City Chambers  
September 17, 9:00 a.m., Bagley USDA Service Center  
October 15, 9:00 a.m., Bagley USDA Service Center  
November 19, 10:00 a.m., Bagley USDA Service Center  
December 17, 10:00 a.m., Bagley USDA Service Center

Second by Rydeen. **Motion carried 5-0.**

**Minutes:** Minutes of the regular December meeting were reviewed. A motion to accept the December Minutes as written was made by Rydeen. Second by Lewis. **Motion carried 5-0.**

**NRCS:** Not in attendance.

**Resource Technician Report**

**WCA/Shore land:** Rasch reported the Koch Pipeline is in the process of obtaining permits for an expansion of tanks at the Clearbrook facility. An EAW was received by the SWCD.

**Trees:** Rasch noted that tree orders have been steady.

**Other:** Rasch noted that she has been busy working on end of the year reporting.

**Program Technician Report**

**Water Plan Activities**

**Clean Water Fund Grant 2012 - Pine Lake:** Nordlund reported that the 2012 CWF-Pine Lake projects are complete pending final payment approval.

-Rydeen made a motion to pay Shulz 75% of the approved project cost in the sum of \$3,493.50. Second by Gunvalson. **Motion Carried 5-0**

-Lewis made a motion to pay Nelson 75% of the approved project cost in the sum of \$4,762.50. Second by Rydeen. **Motion carried 5-0.**

Lewis made a motion to pay Solsten 75% of the approved project cost in the sum of \$2,688.05. Second by Cobenais. **Motion carried 5-0**

Rydeen made a motion to use \$711.28 from RLWD Erosion Control fund to cover the cost of protecting the remaining 8 feet of property. Second by Lewis. **Motion carried 5-0**

**2013 Clean Water Fund Grant-Buffers:** Nordlund reported that he has been working with Stormos to put together a 10.5 acre Riparian buffer on Ruffy Brook. The project includes the establishment of roughly 5,300' of 5 wire tensile electric fence, cattle crossing, pump and watering facility, tree/shrub establishment and weed control. The project is to pay 90% of install cost plus a 1 time incentive of \$500 per acre if on the program for 15 years or 200 per acre if in the program for 10 years. Nordlund noted that

the USFWS is willing to provide matching dollars. Nordlund will be asking for additional funding from RLWD. Nordlund noted that he received a bid of \$1,200 for 300 feet of fencing. The board suggested getting additional bids.

**Water Plan:** Nordlund noted that the 2010-2020 water plan is due to be revised. The plan of work for the next 5 years needs to be developed. The plan development is initiated by the County Board and then coordinated by the SWCD office. Nordlund will keep the Board updated on the progress.

**Cost Share:** Nordlund reported that he has been working on e-link reporting bringing the 2013 and 2014 cost share reports up to date.

#### ***Trainings/Meetings***

**AIS:** Nordlund noted that he would be attending the 2015 Aquatic Invasive Summit in St. Cloud Jan 20-21.

Nordlund planned on attending the City of Bagley wellhead protection meeting that afternoon.

#### ***District Manager Report***

**Draft Financial Reports:** The financial statements showing revenue and expenditures for the month of December were presented to the Board for review. Rasch noted that the draft financial reports provided to the board were still subject to some changes as final figures and adjustments for calendar 2014 are made and end of year financial reporting completed.

**Profit & Loss:** Rasch noted that the report currently showed a net income of \$-4304.78 which will be reduced after income from deferred revenue for Lake Reports, the Lane project and fourth quarter CWF grant staff time was claimed. Income included a payment for the forest stewardship plan, platbook sales, second half of Water Plan support from the county, Cost Share income, CWF-13 third quarter income, SWAG income and the second half of PERA Aid. Expenses included operating expenses incurred for supervisor/employer expenses, Overmoe and Nelson fees, State Audit fees, Lake Protection reports, Lane project and fourth quarter CWF grant staff time.

**Monthly Treasurer's Report:** Rasch noted that along with expected regular bills, payments were also made to MCIT for insurance coverage, Cost Share reimbursements and RMB for completion of two lake reports and a lake testing charge. Deposits include platbooks sales and invoices, MCIT dividend and payment from RLWD for SWAG invoices

**Balance Sheet:** Rasch reported that the Accounts Receivable balance is \$26,069.15 which included but had since been paid are Clearwater County Water Plan \$20887.00, Lewis \$550, MPCA SWAG income \$1,784.26, Northern Bait & Convenience \$120, RLWD SWAG income \$1,606.16. Rasch noted that remaining invoices include platbooks to Bagley School, BWSR 2012 CWF grant, Clearwater County Land Department, Farmers Publishing, Knutson Store, North Country Hardware and Rock General Store. All open invoices are under 30 days old.

A motion to accept the December financial reports was made by Rydeen. Second by Cobenais. **Motion carried 5-0.**

**2015 Clearwater SWCD Budget:** Gunvalson Made a motion to adopt the budget that was proposed and approved last summer Lewis second. **Motion carried 5-0.**

**2015 Bank Account:** Rasch noted that the accounts authorization needs to be updated for 2015. . A motion was made by Lewis update the accounts to include Strandlien as new Chair, Rydeen as Vice Chair, and Gunvalson as Treasure Second by Cobenais. **Motion carried 5-0.**

**MASWCD Area 8 Dues:** A motion to approve payment of MASWCD Area 8 dues in the amount of \$225.00 for 2015 was made by Rydeen. Second by Cobenais. **Motion carried 5-0.**

**MASWCD State Dues:** A motion to approve payment of MASWCD state dues in the amount of \$2248.70 for 2015 was made by Strandlien. Second by Lewis. **Motion carried 5-0.**


**Clean Water Fund Grant:** Rasch noted that the CWF Accelerated Implementation grant is ready to be closed out pending the final payment of \$83.00 by BWSR.

**Pay Equity Report:** Rasch reported that every three years the SWCD is required to submit a pay equity report to the State to check for discrimination in pay. Rasch noted that she used the County schedule as a guide for ranking the positions. Lewis made a motion to approve the report as submitted by Rasch. Second by Rydeen. **Motion carried 5-0.**

**MASWCD Area 8:** Rasch reported she attended the annual Area 8 Board Chair and Managers Meeting with Strandlien on January 7. Rasch noted that the 2015 Area 8 meetings will take place on March 6 and June 6, with the fall meeting and tour hosted by Hubbard SWCD on September 24-25.

A motion to adjourn the meeting at 11:59 a.m. was made by Rydeen. Second by Gunvalson. **Motion carried 5-0.**

  
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Paul Rydeen, District Secretary

  
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Date

## Clearwater Soil & Water Conservation District 2014 Committee Organization & Assignments

<b>Committee</b>	<b>2014 Supervisor</b>	<b>2015 Supervisor</b>
<b>Budget</b>	Leonard Stinar Harlan Strandlien	Paul Rydeen Harlan Strandlien
<b>Education/Public Relations</b>	Alroy Lewis Paul Rydeen	Alroy Lewis Paul Rydeen
<b>Employees</b>	John Gunvalson Paul Rydeen	John Gunvalson Paul Rydeen
<b>Wetlands/Wildlife</b>	Alroy Lewis Harlan Strandlien	Alroy Lewis Harlan Strandlien
<b>Legislation/Government Liaison</b>	Leonard Stinar John Gunvalson	Marty Cobenias John Gunvalson
<b>Water Plan/Watersheds</b>	John Gunvalson Leonard Stinar	John Gunvalson Marty Cobenias
<b>NC Joint Powers Board</b>	Alroy Lewis, Primary Rep. Harlan Strandlien, Alt.	Alroy Lewis, Primary Rep. Harlan Strandlien, Alt.
<b>RC&amp;D</b>	Harlan Strandlien	Harlan Strandlien
<b>Forestry</b>	Leonard Stinar Paul Rydeen	Alroy Lewis Marty Cobenais

