

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
January 11, 2010**

Meeting was called to order by Chairman Melvin Kinnunen at 1:00 p.m.

Supervisors present:     Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:            Malinda Dexter, District Manager  
                              Kari Tomperi, District Water Plan Technician  
                              Molly Costin, District Technician  
                              Anne Oldakowski, District Education/Forestry Technician

Others present:         Ivan Reinke, NRCS Soil Conservation Technician

Rotation of Officers: Chairman Marvin Runyan, Vice Chairman Tom Schulz, Secretary Ken Berg, Treasurer Nancy Benson, and Public Relations and Information Melvin Kinnunen.

Chairman Runyan took over the meeting.

Ralph Miller was introduced as the new County Commissioner liaison to the SWCD Board.

M/S/P to approve the minutes of the December 21, 2009 board meeting minutes with corrections as noted.

M/S/P to approve the November Treasurer's Report as read by Benson, subject to audit. The balance on hand as of December 31, 2009 was \$ 73,549.55. The accounts receivable balance as of December 31, 2009 was \$ 1,533.84.

Malinda reviewed the Budget v. Actual Profit and Loss Statement for FY2009 with the board.

Old Business:

Schulz reported on the Tree Team Meeting held in McGregor on January 4<sup>th</sup>. The next step after the LSOHC, is to ask the Legislature for bonding money for Wadena, Carlton and Aitkin Counties. The MASWCD Lobbyist is helping with the Conservation Easements on Wild Rice Lakes. We have six Wild Rice lakes in Wadena County.

Kari reported on the Water Plan meeting held Jan. 4<sup>th</sup> at the MN State Community and Technical College. There is concern for the future of water planning and how it will be prioritized in the County. Kinnunen discussed funding, Bill Stearns, County Commissioner, discussed asking the townships to levy for the water plan funds as County funding is uncertain at this time. Kari would like to meet with a committee of Kinnunen, Runyan, Commissioner Miller and Malinda to find projects and funding for a future plan of action for the water plan. She wants to be proactive, not reactive to problems that could arise. Priorities must be listed in the water Plan in order to apply for grants for priority projects.

Benson reported on the Jan. 5<sup>th</sup> EQIP Local Work Group Teleconference. EQIP will be a lot like 2009 with two new areas; organic and the ring dyke program. 60% of the funds will be allocated to livestock nationwide, 30% to cropland and 10% to the historically underserved. Ivan asked everyone to attend our LWG meeting to be held January 14<sup>th</sup> at the Sebeka Legion at 9:30 a.m.

Schulz and Runyan reported on the Area VIII Chairman's and Manager's meeting held Jan. 6<sup>th</sup> in Bemidji. All nine Districts were represented at the meeting. The March 19<sup>th</sup> meeting will be hosted by Crow Wing SWCD and will discuss personnel issues, the June 4<sup>th</sup> meeting will be hosted by Lake of the Woods SWCD and is the resolution meeting and the fall tour and meeting will be held September 23<sup>rd</sup> & 24<sup>th</sup> here in Wadena County. M/S/P to set the NC Area VIII Tour and meeting date for September 23<sup>rd</sup> & 24<sup>th</sup> hosted here in Wadena County. Benson will be on the tour committee with the staff.

Malinda reported that the rental agreement has been approved at the National USDA office, but we have no paper work to that effect at this time. According to the landlord the rent will increase from \$14.57 to \$16.88 per square foot. From Feb 1<sup>st</sup>, 2009 to January 1<sup>st</sup>, 2010 we now owe \$1,461.02 in arrears. Rent per year will increase from \$10,053.36 to \$11,647.20. We will continue paying \$837.78 per month until a new rental agreement is signed.

Employee Policy issues were tabled to the next meeting.

Anne will be transferring her insurance to her husband's coverage as of January 1<sup>st</sup>, 2010. Malinda also stated that this is savings of \$227.15 per month, would the board be willing to use these funds to divide up between the staff and add that amount to their Health Savings Account's each month. Benson feels we can't at this time. Berg stated that Anne's intention was to save the District Money. M/S/P to reimburse Anne \$130 per month for Health Insurance, no funds added to the HSA's at this time.

Ivan Reinke, NRCS,

- Ivan reported that Russ and his wife had a baby boy
- EQIP & WHIP sign-up Feb. 1<sup>st</sup> to 26<sup>th</sup>
- No deadline for CSP, must do an AGI form for FSA every year
- They must complete seven contracts by Feb. 22<sup>nd</sup>
- Busy working on CSP and EQIP plans
- Bill Hunt retired Jan. 1<sup>st</sup>, Jennifer Heglund is the Acting State Conservationist
- NRCS is hiring 9 more conservationists around the state for CSP workload

New Business:

Schulz discussed the Huntersville Motorcycle Trail Proposal for Wadena County. The Twin Cities Trail Riders Off-highway Motorcycle Club has a proposal in to the DNR to designate an existing 37.1 mile trail through the Huntersville State Forest as a Grant-in-Aid Trail. The Grant-in-Aid trail status will enable the Twin Cities Trail Riders to better monitor and more actively maintain these existing single-track routes using volunteer labor, tools and equipment suited to the task. Schulz reported that there is lots of erosion on the trails, ditch banks and approaches. What are they going to do to keep the trails from eroding? Do they have plans to mitigate for damage's? Schulz asked Malinda to submit a letter to the DNR.

District funding was discussed, because of the budget situation at this time the District should freeze wages and try to help the staff with health care needs, second option if needed would be to cut hours and as a last resort to lay people off. M/S/P to freeze wages for all employees for one year, from anniversary date to anniversary date.

MASWCD Legislative Briefing and Day at the Capital is Feb. 17<sup>th</sup> & 18<sup>th</sup>, Schulz and Berg will attend.

Dues Payable: MASWCD	\$ 1,850.00
NACD	775.00
North Central Area	250.00
WesMin RC&D	200.00
MN SWCD Forestry Assn.	60.00
Wadena Chamber of Commerce	90.00
	\$ 3,225.00

M/S/P to pay all dues in full except the NACD dues, they will be paid quarterly.

Insurance Payable to MCIT:  
 Workers Compensation \$ 1,033.00  
 General Liability & Equipment 3,902.00  
 \$ 4,935.00

M/S/P to pay MCIT Insurance bills as listed.

Training Sessions and Meetings for approval:  
 Jan. 13 Central MN WHP RIM Program meeting, Waite Park, 9:30 a.m. – Kari  
 Jan. 13 Crow Wing Watershed Meeting, Staples Hospital, 1:00 p.m. – Kari & Malinda  
 Jan. 19 – 21 Grazing Workshop, Central Lakes College, Cost \$50 – Molly

M/S/P to allow staff to attend above listed meetings and training sessions.

The Annual Meeting was discussed. Staff will present there project reports for 2009 and give out awards to our Conservation Cooperator, Educator of the Year and Water Plan Volunteer of the Year.

Molly discussed the Conservation & Wildlife Expo for 2010 with the board. She is looking at dates, talking to sponsors, applying a grant from the Todd Wadena Electric Coop and the Browne Foundation, we will also ask the Fair Board for a reduced rate on the fairgrounds. Discussed the need for a special event or drawing card to bring the people into the Expo. Benson stated her concern that she would like us to hold more educational events or enhance kids programs, she is wondering if this would be a better use of staff hours.

Molly reported that she is putting a Feedlot Producers meeting together for March 4<sup>th</sup>.

Next meeting will be held February 22<sup>nd</sup> at 1:00 p.m. Date is late because of a holiday on Feb. 15<sup>th</sup>.

Meeting Adjourned.

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Ken Berg, Secretary

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
February 22, 2010**

Meeting was called to order by Chairman Marvin Runyan at 1:00 p.m.

Supervisors present:   Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:           Malinda Dexter, District Manager

Others present:         Russell Kleinschmidt, NRCS District Conservationist  
                              Ralph Miller, County Commissioner

M/S/P to approve the minutes of the January 11, 2010 board meeting minutes with corrections as noted.

M/S/P to approve the January Treasurer's Report as read by Benson, subject to audit. The balance on hand as of January 31, 2010 was \$ 56,556.88. The accounts receivable balance as of January 31, 2010 was \$ 1,533.84.

Malinda reviewed the 2010 projected budget with the board. Our fund balance is down to \$30,731. Our projected budget for 2010 is a negative \$30,000 that would give us no funds remaining at the end of 2010. The staff has agreed to take a cut in hours to 32 hours per week, this would total \$21,296 from March 1<sup>st</sup> to December 31<sup>st</sup>. We will move Anne back to the front desk and give up that office space to FSA. This will cut rental costs \$2,110 for the year. The budget will be watched closely and spending will be kept at a minimum.

Commissioner Miller reported that the state un-allotment for Counties is \$587,000 in FY2010.

Schultz asked Commissioner Miller if we could use a county owned car to travel to meetings. Mr. Miller will discuss this with the County Commissioners and get back to us.

Russ Kleinschmidt, NRCS, discussed the potential of a contribution agreement for irrigation scheduling which has been \$6,000 to \$8,000 in the past.

Schulz made a motion that effective the next pay period all staff will go to 32 hours per week. Motion seconded by Berg. Motion passed.

Kinnunen made a motion to drop one office space and move Anne back to the front desk as soon as possible. Benson seconded the motion. Motion passed.

Commissioner Miller reported that County program aid will have a 58% reduction.

Old Business:

Schultz reported on the MASWCD annual retreat held Jan. 13<sup>th</sup> in St. Cloud. District budgets were discussed. BWSR Board has not acted on budget cuts yet. The Feb. 17<sup>th</sup> MASWCD meeting was held in St. Paul, BWSR reported that they are getting cuts from the state, but

Districts should be safe from cuts. The General Services Grant will not be cut.

Kinnunen reported on the Jan. 14<sup>th</sup> Local Work Group meeting held in Sebeka. Concerns were prioritized, discussed DNR Forestry plans with 50% Jack pines in the tree planting plans. NRCS reported that Wadena County is getting \$100,000 to start with for the EQIP program.

Benson reported on the Jan 19<sup>th</sup> – 21<sup>st</sup> Greener Pastures Workshop. She did not attend the workshop but was part of the planning committee. 104 attended the 1<sup>st</sup> day and 102 on the 2<sup>nd</sup> day. Comments were very good and the budget was close. Staff reported a very good workshop.

Schulz reported on the Forestry Meeting held Jan. 21<sup>st</sup> in McGregor. Discussed the Wild Rice Lakes in three counties, they missed the time to get bonding bill funding. Discussed the Emerald Ash Borer and took action to write to MASWCD to get representation.

Schulz reported on the MN Forest Resource Council Meeting held Jan. 29<sup>th</sup> at Camp Ripley. Tom Kroll, DNR, gave a presentation on Oak restoration and showed an Oak Savanna. The MN Forest Resource Council submitted a grant to the US Forest Service for forest restoration and education funds for MN. The pasture to the North of the Schulz buildings is an example of an Oak Savanna.

Runyan gave a report on the Central MN Irrigators Annual Meeting held Jan. 29<sup>th</sup> at the Elks in Wadena. The state has two issues, one is an ongoing study of water quantity in the Benson area and there could be an issue of some limitation of water usage. The second issue is the possibility of irrigation permit fees being raised.

Berg and Schulz attended the MASWCD Legislative Briefing and Day at the Capital, Feb. 17 & 18<sup>th</sup> in St. Paul. They met with five senators, representatives or aids. Good meetings.

The Employee policy discussion was tabled until the April meeting. This will be discussed at the Area VIII meeting on March 19<sup>th</sup> also.

Russell Kleinschmidt gave the NRCS report:

- EQIP and WHIP sign-ups end Feb. 26<sup>th</sup>. We have 15 to 20 applications in each
- program, all forestry and native grass plantings under WHIP. Money will be allocated
- by April 1<sup>st</sup>.
- Conservation Stewardship Program is 90% complete. Average payments \$3 to \$7 per
- acre forestland, \$10 to \$15 per acre for cropland. 29 applications were received with 27
- funded.
- There will be a spring sign-up for CSP.
- New program - Grassland Reserve Program (GRP).
- There will be a general CRP sign-up sometime this year.

New Business:

Cost Share to be Encumbered:

09-381 Bill Lundberg, Red Eye Twp, Sec 22, Field Windbreak \$ 948.75  
09-382 Darcy Brauch, Wadena Twp, Sec 28, Field Windbreak 431.00  
09-383 Larry Peterson, Leaf River Twp, Sec 21, Field Windbreak 367.50  
**\$ 1,747.25**

Kinnunen made a motion to approve the above listed contracts for encumbrance. Schulz seconded the motion. Motion passed.

Dexter presented the MN DNR Annual Plan Agreement for \$5,000 for signature. This is for the grant from the MN Forest Resource Council. Schulz made a motion to sign the agreement for the funds. Kinnunen seconded the motion. Motion passed.

Dexter presented the Rural Preserves Property Tax Program (RPPTP). Landowners will get an application and map of qualifying acres from the County Assessor. Landowners will then request the District to write a Conservation Plan for the qualifying acres. Upon completion of the plan, it is reviewed for approval, landowner makes payment to the District for its completion. Copies of the plan are given to the landowner and assessor. Plan is recorded at the County Records office. The board discussed fees for this service and staff designations. Benson made a motion to charge a \$250 base charge for 5 hours of work and \$45 per hour over 5 hours. Anne will be the Conservation Plan Writer and Malinda will approve the plans. Kinnunen seconded the motion. Passed.  
If the workload is more than Anne can do, Molly and Kari will complete the training to write plans.

The Annual Meeting was discussed, it will be held at the Verndale Community Center on March 18<sup>th</sup> from 7:00 to 9:00 p.m. The Assessor will be asked to speak about the RPPTP.

The Area VIII meeting will be held March 19<sup>th</sup> in Bemidji. All board members and the manager plan to attend.

Discussed the Area VIII Tour and meeting to be held here Sept. 23 & 24<sup>th</sup>. A block of rooms has been reserved at the AmericInn, the Pine Cove Inn has been reserved for supper, brunch and meeting. Staff will be working on tour stop ideas. Irrigation sites were discussed as this is a county with a lot of irrigation.

The Convention Planning meeting will be held in Bemidji on March 3<sup>rd</sup>. Kari and Tom will be attending.

The Conservation and Wildlife Expo will be held August 21<sup>st</sup> & 22<sup>nd</sup>. The Wadena County Ag Society will be charging a \$500 damage deposit this year which will not be refunded until 45 days after the event. The board requested that a staff member walk the grounds with an Ag Society member before and after the event to make sure nothing was damaged or changed.

Schulz requested to borrow the Power Point Projector on April 11<sup>th</sup> to give a presentation on the History of Forests in This Area.

The FY 2010 budget will be revisited quarterly.

Next meeting March 22<sup>nd</sup> at 1:00 p.m.

Meeting Adjourned.

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Ken Berg, Secretary

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
March 22, 2010**

Meeting was called to order by Chairman Marvin Runyan at 1:00 p.m.

Supervisors present:   Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:           Malinda Dexter, District Manager

Others present:         Ralph Miller, County Commissioner  
                              Russell Kleinschmidt, NRCS District Conservationist  
                              Dean Schmidt, WesMin RC&D  
                              Del Moen  
                              Craig Folkestad

Motion by Tom Schulz to approve the minutes of the February 22, 2010 board meeting minutes with corrections as noted, page 3, 1<sup>st</sup> paragraph, strike the 2<sup>nd</sup> sentence. Motion seconded by Nancy Benson. Motion passed.

Motion by Nancy Benson to approve the February Treasurer's Report as read, subject to audit. The balance on hand as of February 29, 2010 was \$ 45,106.47. The accounts receivable balance as of February 29, 2010 was \$ 1,399.49. Motion seconded by Ken Berg. Motion passed.

Ralph Miller, Commissioner, stated that the County Commissioners would look at a vehicle for the District at their May meeting.

Melvin Kinnunen stated that the 18% finance charge must be charged to all customers. Also send any accounts receivable past due by 90 days a letter of collections. If that does not work, send them to the collections agency.

Ralph Miller, Commissioner, stated that he talked to the Ag Society about decreasing our rental rate for the Conservation and Wildlife Expo, they will not decrease the rental rate.

Tom Schulz reported on the Area Convention Planning meeting held in Bemidji on March 3<sup>rd</sup>. He and Kari Tomperi attended that meeting. Each district in NC Area 8 was given a task. The theme will be Sustainable Conservation Districts, they are looking for a speaker on how do we keep SWCD's sustainable.

Board reported on the Feedlot Producers meeting held at the VFW in Wadena on March 4<sup>th</sup>. Tom reported it was very well attended, good to see young people and the information presented was timely. Nancy reported there was a nice variety of speakers and new faces. Ken reported it was well attended with lots of questions. Marvin reported it had good topics and a good attendance. Good job Molly.

Board reported on the Annual Meeting held in Verndale on March 18<sup>th</sup>. Nancy was disappointed in the

low turnout of people. Tom stated that the presentations went well, we need to connect District funds to NRCS funds that end up in local landowners pockets. We need to get the word out to the public. Marvin discussed Jeff Hrubes, of BWSR, report at the NC Area Meeting. Good job to all staff.

Tom Schulz reported on the Forestry Assn. meeting held in McGregor, March 18<sup>th</sup>. The speaker was from FSA and he outlined programs: Biomass crop assistance program, 22 places in MN paying \$1/ton. Land Manager from Wildlife Foundation and DNR reported on prairie chicken and grouse populations. Tom testified regarding Forestry at the National Farmers Union. Tom requested a letter of support for the National Collaborative Forest Resource committee. Melvin Kinnunen made a motion to write a letter of support. Ken Berg seconded. Motion passed.

Board members reported on the Area 8 meeting held March 19<sup>th</sup> in Bemidji. Melvin stated the personnel policy information was good. Ken said it was a very interesting meeting. The name has been changed to the MASWCD North Central Area 8.

Russell Kleinschmidt gave the NRCS report:

- Received \$415,000 worth of EQIP applications, only 1 was funded
- Received \$75,000 worth of WHIP applications, only 1 was funded
- CSP second signup will be held this spring
- Presented a NRCS Contribution Agreement for \$1,800 with the SWCD, for 3 irrigation scheduling projects.
- Disability fixes have been made to the building for the lease.
- FSA is adding a new conference room on their side, it will be available for our use.
- NRCS has WAE hours for one SWCD staff to work 1 day per week. Anne will work 1 day per week for NRCS, she is the most familiar with their files and programs. Hours will be until October 1<sup>st</sup>. WAE is "While Actually Employed".

Dean Schmidt, WesMin RC&D, passed out Annual reports and annual plans for WesMin RC&D.

Del Moen discussed Community Gardens and is looking for support from the board to request WesMin RC&D for a project for Community Gardens. The Bistro in town wants 95% of its food from area farmers. Ralph Miller, Commissioner, feels this is a good project for 4-H or FFA and he offered one acre of land for Sweet Corn. He will plant, cultivate, fertilize and irrigate the acre. After much discussion, Dean Schmidt recommended a planning grant from the Initiative Foundation; they need a long term business plan developed. Nancy Benson made a motion to not write a request to WesMin RC&D at this time as many decisions need to be made. Ken Berg seconded the motion. Nancy, Ken and Marvin for, Melvin and Tom against. Motion passed.

Cost Share to be Encumbered:

09-384 Dave Endres, Wing River Twp, Sec 6, Field Windbreak \$ 975.00  
09-385 Chuck Jernberg, Rockwood Twp, Sec 36, Field Windbreak 863.50  
\$ 1,838.50

Tom Schulz made a motion to encumber funds for the above Cost Share contracts. Melvin Kinnunen seconded the motion, motion passed.

New lease agreement was discussed: 540 sq. ft. @ \$16.88 per sq. ft. = \$ 9,115.20 per year or \$ 759.80 per month. Payment for rent is also in arrears of rental increase in the amount of \$1,859.48. The board requested a one year lease at a time, the lease agreement must be re-written. Motion by Tom Schulz to pay the rental arrears of \$1,859.48 and re-write the lease agreement for one year at a time. Melvin Kinnunen seconded the motion, motion passed.

Medica Health Insurance has increased its rate \$228.22 per month. Discussed adding dental coverage. Melvin Kinnunen made a motion to approve the health insurance increase, but do not add dental coverage. Tom Schulz seconded the motion, motion passed.

Malinda reported that Rural MN CEP called and have clerical help for us at 20 hours per week, at no cost to us, until May 15<sup>th</sup>. Melvin Kinnunen made a motion to accept the clerical help from CEP with no cost to us. Ken Berg seconded the motion, motion passed.

Malinda explained that in order to complete the tree sales and planting staff will need to work full time for three weeks from April 26 to May 14<sup>th</sup>. Ken Berg made a motion to allow staff to work full time during the weeks mentioned. Melvin Kinnunen seconded the motion, motion passed.

Discussed holding less board meetings to save funds. Tom Schulz made a motion to not hold an April meeting to help save the District money. Ken Berg seconded the motion, motion passed.

The next meeting will be held May 17<sup>th</sup> at 7:30 p.m.

Training Sessions:

Shallow Lakes Forum, April 5, Chaska, \$60.00 – Molly

MCIT Dealing With Difficult Employees, April 22, St. Cloud \$50/person – Malinda and Nancy

Digital Terrain Analysis for TMDL, May 13, St. Cloud, \$35.00 – Kari

Tom Schulz made a motion to approve the above listed training sessions. Ken Berg seconded the motion, motion passed. Nancy Benson abstained from voting.

Dean Schmidt discussed the Year Round Grazing Conference that was held in January in Staples. It was a great workshop with over 100 people each day. The survey's returned stated it was a very good session.

Motion by Tom Schulz to adjourn the meeting. Ken Berg seconded, motion passed.

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Secretary, Ken Berg

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
May 17, 2010**

Meeting was called to order by Chairman Marvin Runyan at 7:30 p.m.

Supervisors present:   Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:           Malinda Dexter, District Manager

Others present:         Ralph Miller, County Commissioner  
                              Russell Kleinschmidt, NRCS District Conservationist

Motion by Tom Schulz to approve the minutes of the March 22, 2010 board meeting minutes with corrections as noted, page 1. Motion seconded by Melvin Kinnunen. Motion passed.

Motion by Nancy Benson to approve the March and April Treasurer's Reports as read, subject to audit. The balance on hand as of April 30, 2010 was \$ 49,851.79. The accounts receivable balance as of April 30, 2010 was \$ 2,540.19. Motion seconded by Ken Berg. Motion passed. Nancy Benson stated that checks need to be signed by two people at all times.

Discussed financial position of the District. Tom stated that we need to get Anne into other counties and keep her in the field if other staff could pick up some of her work. Check into writing Harvest Plans, it pays 12% of harvest.

Malinda explained the BWSR Technical Assistance option for state cost share base grants. Districts are allowed to use their FY 2010 and 2011 base grant for technical assistance or wages if needed. Our C/S base grant for FY2010 is \$9,721.00. Motion by Nancy Benson to sign the C/S allocation request and send to Dan Steward of BWSR.

**Meeting reports:**

Tom Schulz reported on the MASWCD meeting held in St. Paul on Mar. 23<sup>rd</sup>.

- The University of MN shares data bases for fundraising.
- Approved hardship requests for counties.
- Heard announcement of new NRCS Chief Don Baloun.
- Discussed structure of SWCD's, alumni group of Leadership attendees called to help with ideas.
- Met with Senator Skogen and Senator Laurie regarding easement program for Wild Rice Lakes.

Marvin Runyan and Melvin Kinnunen reported on the Water Plan meeting held April 5<sup>th</sup>.

- DNR Hydrologist spoke about groundwater levels.
- He stated that we need to continue monitoring and the overall trends are fairly steady for recharge.
- Ralph Miller is the new Water Plan Committee Chairman.

Melvin Kinnunen reported on the Township Weed Inspector meeting that was held on April 16<sup>th</sup> in Sebeka.

- Malinda gave a good explanation of the CWMA grant.
- Distributed the new brochure of noxious weeds in Wadena County.
- All Township Officers signed the petition to add Spotted Knapweed to the Co. List of Noxious Weeds.
- Heard from Myron Cordes of Henning, he explained working for townships in other counties and some of the work he has done for them. Will do contract spraying or mowing of road ditches.

Nancy Benson reported on the MCIT Training held April 22<sup>nd</sup> in St. Cloud.

- It was an excellent meeting with lots of information.
- Need the Family Medical Leave Act and Veterans Preference Act added into our Employee Policy
- Handbook.
- MCIT provides an Employee Assistance Program service free of charge to all employees.
- Our performance evaluation standards need to be changed.

Nancy Benson reported on the State Envirothon. The facility in Deer Wood was a hidden treasure. There was a good turnout of schools. Everyone had a good time.

#### **Old Business:**

Discussed the Supervisors Compensation report ending March 30<sup>th</sup>. No compensation was given for Supervisors attending workshops on their own, not as a District Supervisor. We will meet in June to approve cost share applications.

The Lease Agreement with Wadena U Stor N Loc was reviewed. On page 2, under h, the words; only if funds for continued operations are not available, was deleted. Tom Schulz made a motion to approve the lease agreement with changes. Ken Berg seconded the motion, motion passed. The lease is good through Jan. 31<sup>st</sup> 2014 at an annual rate of \$9,115.20 which is \$759.60 per month (540 square feet @ \$16.88 per square foot).

Read a letter from the County Commissioners. The County has not paid dues to the WesMin RC&D for 2010. Ralph Miller will discuss this with the commissioners at this weeks meeting.

NRCS Report by Russell Kleinschmidt:

- Don Baloun, the new NRCS State Conservationist is known to be district friendly, he is planning on
- visiting every Service Center and District Board in the state.
- Received approval for 6 EQIP Contracts totaling \$192,935. 11 were unfunded for \$222,552.
- Received approval for 4 WHIP Contracts totaling \$34,511. 14 were unfunded for \$51,746.
- The state has received an additional \$300,000, which may fund more WHIP contracts.
- CSP deadline is June 11<sup>th</sup>, completed a news release and radio announcements.
- Certifying tree plantings and no till plantings, payments going out soon.
- The Crow Wing Basin is holding a grazing workshop June 26<sup>th</sup>.
- There is a Pasture Plant ID course in Morris on June 30<sup>th</sup>.
- Russell is working 1 day per week in the Cass County Office in Walker.
- Distributed a policy on FOIA.

#### **New Business:**

State Cost Share to Encumber:

09-386 Dave Bissonette, Thomastown Twp, Sec 8, Field Windbreak \$ 152.00  
09-387 Louie Roggenkamp, North Germany Twp, Sec 14, Field Windbreak 751.50  
09-388 Lorinda Davis, Aldrich Twp, Sec 6, Farmstead Windbreak 232.50  
**\$1,136.00**

Schulz made a motion to approve the above cost share contracts for encumbrance. Kinnunen seconded the motion, motion passed.

State Cost Share to be Amended:

09-378 Ryan Ries, Wadena Twp, Sec 17, increase cost share from \$952.50 to \$1,127.75

Berg made a motion to approve contract #09-378 to increase the cost share amount as listed. Benson seconded the motion, motion passed.

State Cost Share to be Paid:

09-378 Ryan Ries, Wadena Twp, Sec 17, Field Windbreak \$1,127.75  
09-381 Bill Lundberg, Red Eye Twp, Sec 22, Field Windbreak 960.00  
09-382 Darcy Brauch, Wadena Twp, Sec 28, Field Windbreak 424.50  
09-384 Dave Endres, Wing River Twp, Sec 6, Field Windbreak 904.00  
09-385 Chuck Jernberg, Rockwood Twp, Sec 36, Field Windbreak 844.50  
09-387 Louie Roggenkamp, North Germany Twp, Sec 14, Field Windbreak 751.50  
**\$ 5,012.25**

Schulz made a motion to approve the above listed cost share contracts for payment. Kinnunen seconded the motion, motion passed.

Malinda presented the CWMA (Cooperative Weed Management Area) grant agreement for signature. The grant will provide \$15,000. \$12,000 cost share for weed control and \$3,000 for administration.

MASWCD is requesting resolutions from districts, they will be presented at the Area VIII meeting in Bemidji on June 4<sup>th</sup>. Schulz has ideas for two resolutions. 1) There are too many divisions for the CWL funds, reduce that number. 2) 50% matching funds for grants is too much for districts to come up with, reduce the matching funds to 25% for the first \$50,000 and 10% thereafter. Schulz will draft the resolutions. Schulz made a motion to prepare these two resolutions for the area meeting. Berg seconded the motion, motion passed.

Runyan, Schulz and Benson will attend the NC Area VIII meeting in Bemidji on June 4<sup>th</sup>. Berg may be able to come, but cannot commit at this time. Registration is due May 28<sup>th</sup>.

Malinda reported that the North Central JPB host district, Beltrami SWCD, is combining with Beltrami County. There is concern of the JPB committee that the host district should not be with a County. The funds for the JPB will be handled by the County Auditor. The Environmental Services Director will also hold the District Manager position. As of April 30<sup>th</sup> the JPB account has an accounts receivable balance of \$30,925, the budget shows the funding running out in August and the new funds normally come in September. The JPB Chairman Don Simons has asked if the Wadena SWCD would like to be the Host District for the JPB. The Engineer and Technician would remain in Bemidji. The host district receives \$5,000 for administration of the program plus postage, telephone etc. Malinda advised the board that with the debt loads of the JPB and being short on finances that we should not accept the position at this time. The board was in full agreement.

Supervisor elections will be held in November. Board members must file at the courthouse by June 1<sup>st</sup> to be on the ballot. Up for re-election is Marvin Runyan, Ken Berg and Nancy Benson. Benson was appointed to the board and filled the last two years of the term of Ted Winkels, now she is filing for a four

year term. Marvin Runyan made the announcement that he will not run again, he plans to resign at the end of this year.

Malinda reported on the Seed Sampling results from her collections in April. There were some violations of incorrect labeling and also seed germination.

Training Session:

June 30<sup>th</sup> Pasture Plant ID, Morris – Molly & Malinda – no charge – NRCS Training – riding with Ivan

August 9 – 13 Plant Materials Center Training and Tour, Bismarck ND, /travel, meals and motel, two days travel time and 3 days training. Training paid by NRCS, riding with NRCS – Molly

Kinnunen made a motion to approve the above listed trainings. Schulz seconded the motion. Kinnunen, Schulz, Runyan and Berg for, Benson opposed.

Motion by Tom Schulz to adjourn the meeting. Ken Berg seconded, motion passed.

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Secretary, Ken Berg

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
June 21, 2010**

Meeting was called to order by Chairman Marvin Runyan at 7:30 p.m.

Supervisors present:   Marvin Runyan, Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:           Malinda Dexter, District Manager

Others present:         Russell Kleinschmidt, NRCS District Conservationist

Motion by M Kinnunen to approve the minutes of the May 17, 2010 board meeting minutes with corrections as noted: page 1 paragraph 2, add Nancy Benson stated that, checks need to be signed by two people at all times; Page 2, paragraph 3, under Old Business, strike the third sentence. Motion seconded by K Berg. Motion passed.

Motion by N Benson to approve the May Treasurer's Reports as read, subject to audit. The balance on hand as of May 31, 2010 was \$ 32,609.49. The accounts receivable balance as of May 31, 2010 was \$ 12,431.97. Motion seconded by Ken Berg. Motion passed.

**Meeting Reports:**

Nancy Benson reported on the North Central Area 8 meeting held in Bemidji on June 4<sup>th</sup>. Our resolutions were passed, Steve Sutherland, MASWCD President spoke. The Convention was discussed and the three winning posters will be copied and made into placemats for the Convention.

Discussed holding tree sales this fall for the landowners who lost trees in the Tornado on June 17<sup>th</sup>. Anne and Molly will work to find large trees, take orders and then order the trees.

Discussed the BWSR Technical Assistance Option for the State Cost Share Base Grant. Last month we had voted to request the full amount of \$9,721 for Technical Assistance, but after giving it more consideration and talking with Tom Schulz, Malinda requested that we keep 50% for Field and Farmstead Windbreak cost share. Over the past eight years we have used 47% of our cost share allocation for Windbreaks. Tree sales and planting are money making programs for the District. M Kinnunen made a motion to save 50% of our cost share allocation for windbreaks, motion seconded by N Benson. Motion passed.

Conservation and Wildlife Expo to be held Aug. 21 & 22, was discussed. The fair ground was demolished by the Tornado of June 17<sup>th</sup>. Can we hold the Expo? There are no fences around the fairgrounds, very few buildings and no trees around the grand stand area. Molly was called in to discuss this. Molly wants to continue planning for the Expo, we have received in funds for donations and booth space rentals. The board will give the fair board until July 9<sup>th</sup>, to see how much has been accomplished at the fair grounds. A meeting will be held July 9<sup>th</sup> to make a decision on the Expo. That will leave 6 weeks for advertising if we continue.

Malinda presented information regarding the North Central JPB host district. The JPB Executive

Committee would like the Wadena SWCD to become the host district. Beltrami SWCD has been host district since the beginning in 1998, but the Beltrami SWCD is now the Beltrami County Environmental Services Dept. The executive committee does not want the funds to be swallowed up by the county. Nancy Benson made a motion that the Wadena SWCD not become the North Central JPB, because of the workload and financial position of the District and NCJPB budget. Motion seconded by Melvin Kinnunen. Motion passed.

Russell Kleinschmidt gave the NRCS report?

Russell will be starting in the Long Prairie office on July 6<sup>th</sup> as their District Conservationist; Bruce Becker of East Otter Tail will be our acting DC until a replacement is found; The CSP final rule has been published; Forest tracts under 20 acres cannot get contracts; General CRP sign-up starts July 6<sup>th</sup>; Cropped Pastureland gets a higher rate for CRP; WHIP applications were all approved; A CRP general sign-up starts on July 6<sup>th</sup>; Melissa helped Russell revamp his filing system.; EQIP contracts are being reviewed; Ivan will continue doing his day to day work; It may be a few months before a replacement is hired.

Malinda reported that Dan Sommars of Wadena has stated he is interested in Marvin Runyans position on the board.

**New Business:**

**State Cost Share to Encumber:**

09-389 Menahga VFW Post 6206, Blueberry Twp, Sec 22, Stormwater Project \$1,651.25  
BWSR Challenge Grant funds of 1,860.50  
Total \$ 3,511.75

Motion by M Kinnunen to encumber contract # 09-389. Motion seconded by K Berg, motion passed.

**State Cost Share to be Amended:**

09-386 Dave Bissonette, Thomastown Twp, Sec 8, Increase amount from \$152 to \$566.25  
Motion by M Kinnunen made a motion to amend contract # 09-386 and pay only after an inspection of the planting is completed. Motion seconded by K Berg, motion passed.

**State Cost Share to be Paid:**

09-381 Harlan Thompson, Wing River Twp, Sec 20 & Leaf River Twp, Sec 25, Replant \$112.50  
09-386 Dave Bissonette, Thomastown Twp, Sec 8, Field Windbreak 566.25  
09-388 Lorinda Davis, Aldrich Twp, Sec 6, Farmstead Windbreak 225.00  
\$ 903.75

Motion by K Berg to approve the above listed contracts. Motion seconded by M Kinnunen, motion passed.

MN DNR Ground Water Level Monitoring Well Agreements for FY 2011 were presented for signature. Melvin Kinnunen made a motion to sign the DNR well agreements. Nancy Benson seconded, motion passed.

Malinda stated that the staff had decided on the Stocking Lake Association for the Conservation Cooperator of the year. Melvin Kinnunen made a motion to approve the nomination as listed above. Nancy Benson seconded the motion, motion passed.

Malinda presented a bill from the North Central JPB for Alan Avelsgard engineering of his feedlot design for \$1,000. He will eventually get cost share that will pay for 75% of the engineering and project completion. No funds are available at this time, but the bill is due to the JPB by June 30<sup>th</sup>, 2010. Melvin Kinnunen made a motion to approve the payment to the JPB now and collect from Mr. Avelsgard when a

grant or cost share comes in for him. Motion seconded by Ken Berg. Melvin for, Ken Nancy and Marvin opposed. Motion failed.

Malinda explained the MPCA Clean Water Integrated Water Management grant amount of approximately \$11,995 for the District. Thanks to Kari for this project.

Training Sessions:

July 12th Water Management Summit, St. Cloud, Kelly Inn, Cost \$35 per person. Tom and Kari will attend.

Ken Berg made a motion to approve attendance at the Water Mgmt Summit. Melvin Kinnunen seconded the motion. Motion passed.

Marvin Runyan asked that Kari let him know when the Verndale Well Head Protection meeting will be, he would like to attend.

Meeting Adjourned.

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
July 12, 2010**

Meeting was called to order by Chairman Marvin Runyan at 7:00 a.m.

Supervisors present:   Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:           Malinda Dexter, District Manager  
                              Molly Costin, District Technician  
                              Kari Tomperi, District Water Resource Technician

Others present:         Ivan Reinke, NRCS Soil Conservation Technician  
                              Ralph Miller, County Commissioner

Motion by Ken Berg to approve the minutes of the June 21, 2010 board meeting minutes. Motion seconded by Nancy Benson. Motion passed.

Motion by Nancy Benson to approve the June Treasurer's Reports as read, subject to audit. The balance on hand as of June 30, 2010 was \$ 57,847.38. The accounts receivable balance as of June 30, 2010 was \$ 5,974.60. Motion seconded by Tom Schulz. Melvin Kinnunen asked about the Heartland Tire Bill and the Mid Central Federal Savings Account balance. Malinda Dexter explained that the tire bill was for the tree planter and funds will have to be transferred into the Mid Central Federal savings account for payments on the No Till Drill. Motion passed.

**Meeting Reports:**

Tom Schulz reported on the Tree Team Meeting on June 16<sup>th</sup>. Ducks Unlimited is doing land acquisitions and SWCD's are doing easements on wild rice lakes. Ducks Unlimited is a non- government organization. The Lessard Sam's Outdoor Heritage Grant is being completed by Ducks Unlimited, to limit development on shallow lakes to keep lakes preserved for wild rice growth. Tom contacted Dan Skogen and BWSR asking for a bonding bill for federal funds.

Tom Schulz reported on the Great Lakes Conference in Michigan. Discussed a tributary model of Chesapeake Bay, over the past 25 years and millions of dollars spent they have kept it from getting worse but did not clean it up. There are now twice as many people around the bay and agriculture land has decreased by 10%. All eight great lakes states districts put together a plan to work together to clean up Chesapeake Bay. NRCS's plan is to assign a person for each lake. MN has 5.92% of the waters in Chesapeake Bay.

Nancy Benson and Melvin Kinnunen reported on the Employee Policy Handbook Meeting held June 23<sup>rd</sup>. We are about half way through the handbook and some wording is being changed. We are taking it paragraph by paragraph, inserting new policies as needed. Malinda and Nancy attended an MCIT Training in St. Cloud, they received lots of material to research.

Tom Schulz reported on the North Central JPB Meeting held in Bemidji on June 24<sup>th</sup>. The NCJPB accepted the resignation of Jon Hodgson, JPB Engineer. The NCJPB is planning on hiring a new Engineer.

Marvin Runyan reported on the Verndale Well Head Protection and Best Management Practices meeting held July 1<sup>st</sup> in Verndale. The committee is working with landowners in the WHP area to get them signed up for CRP. Other landowners should be doing best management practices, they need better manure management plans and to be more careful in the well head protection area.

Marvin Runyan reported on the Water Plan meeting held July 7<sup>th</sup> at the Courthouse. We need to prioritize items for the update of the plan. Ralph Miller discussed the budget and does not know of any further cuts at this time. Next Water Plan meeting is scheduled for Oct. 4<sup>th</sup>.

### **Old Business:**

Malinda reported that the Cost Share Technical Assistance Option was approved by BWSR for 50% to be used for wages and 50% to be used for cost share assistance.

The Conservation and Wildlife Expo was discussed, it is scheduled to be held August 21 and 22. Ralph Miller, County Commissioner explained the destruction of the fairgrounds from the June 17<sup>th</sup> EF4 Tornado. Malinda explained that with being on four day work weeks and with the new Wadena Replant Project that is taking a lot of time, it would be better to not hold the Expo this year. Melvin Kinnunen made a motion to cancel the Expo for one year due to the existing conditions of the fairgrounds. Ken Berg seconded the motion. Motion passed. Molly will contact sponsors and booth vendors and see if they want their money back or if we can hold their funds until next year or move it to the tree program.

Ivan Reinke gave the NRCS report. Ivan apologized that Don Baloun, NRCS State Conservationist, would not be present at today's meeting as planned. He is now scheduled to come to our area from Aug. 9 – 13<sup>th</sup>, he plans to visit every district in the state. Colleen Osterich, NRCS Assistant State Conservationist, reported to Ivan that the DC job posting will take about 3 months. Ivan reported on programs:

- WHIP – 09 projects completed, working with all landowners funded.
- EQIP – Ag waste project started, Jon Hodgson, JPB Engineer, is finishing the design for a 300 cow dairy, this is a \$150,000 project. Four hoop houses and one grazing system approved.
- CSP – by July 16<sup>th</sup> all interviews will be complete and computer entry will be done. It takes about four hour per application and we had 40 applications.
- CRP – NRCS is talking about another signup in October – Wadena is not a high priority and technical assistance won't start until after Oct. 1<sup>st</sup>.
- Grazing Tour put on the Crow Wing Basin and Leader Lions was well attended and a good tour.

Tom Schulz left the meeting to attend the Water Management Summit meeting in St. Cloud.

### **New Business:**

#### **State Cost Amendment:**

08-357 Wadena County Planning & Zoning, Thomastown Sec 13, Erosion Control Contract amended from Bullards Bluff Campsite to McGivern Park in Thomastown Twp Sec 13, White Dog Campsite in Lyons Twp Sec 14 and Cottingham Park in Bullard Twp Sec 14. Projects will stay within the cost share allowed and be completed by July 21, 2010 Ken Berg made a motion to approve the above C/S amendment. Melvin Kinnunen seconded the motion, passed.

#### **State Cost Share to pay:**

08-357 Wadena County Planning and Zoning, Thomastown Sec 13, Erosion Control \$2,783.63 Melvin Kinnunen made a motion to approve C/S contract #08-357. Ken Berg seconded the motion, passed.

DNR Forest Stewardship Contract from July 1, 2010 to June 30, 2011 for \$5,400 was presented for signature.. Ken Berg made a motion to approve the Contract with the DNR. Nancy Benson seconded the motion. Motion passed.

Molly reported on the website [www.treesforwadena.com](http://www.treesforwadena.com). The Central MN Initiative Foundation is collecting the donations. A committee has been formed and two meetings have been held. Committee members are Eric Osberg Chamber President, Bill Stearns County Commissioner, Byron Larson City Planning & Zoning Director, Terry Olson City Parks Board, Dave Aldeen retired NRCS DC, Monica Katzenberger website designer, Anne, Molly and Malinda. Bill Stearns County Commissioner has been the leader in this project. Anne is counting the trees from before and after photos of the tornado area. An Arbor Day Celebration for replanting in April of 2011 is being planned. Nancy Benson is willing to be on the committee. Anne and Molly drafted a letter and sent it to Nurseries around the state asking for donations of trees and prices of larger trees. Anne has drafted a template for boulevard plantings. The DNR station in Nimrod has a Certified Urban Forester who can also help. A contract from the Central MN Initiative Foundation to collect the funds and redistribute them back to the district for 2% of the receipts was discussed. Melvin Kinnunen made a motion to approve the contract with the CMIF. Ken Berg seconded the motion. Motion passed.

Ken Berg left the meeting.

The Conservation Cooperator was discussed again. At an earlier meeting we selected the Stocking Lake Assoc. as our nomination. After reviewing the application it was decided that Stocking Lake Assoc. was a better fit for the new MPCA Community Cooperator Award. Nominations for Conservation Cooperator are Jeff Nardello and Kent Solberg. Ivan gave a narrative background on each landowner. Melvin Kinnunen made a motion to nominate Kent Solberg for Conservation Cooperator. Nancy Benson seconded. Chairman Runyan called for the vote it was Melvin Kinnunen for and Nancy Benson against. More discussion followed. Nancy Benson made a motion for Jeff Nardello, no second. Motion by Melvin Kinnunen for Kent Solberg, Nancy Benson seconded the motion. Melvin Kinnunen and Marvin Runyan yes and Nancy Benson no. Motion passed.

Kari Tomperi received grant approval from MPCA for \$30,000 for the Crow Wing Integrated Water Management project. Wadena SWCD will use \$11,995 of the funds to be used for wages at \$10,620, mileage \$300 and supplies of \$1,075. The rest will be paid out to surrounding Districts in the project area. Melvin Kinnunen made a motion to approve the contract with MPCA. Nancy Benson seconded the motion. Motion passed.

Nancy Benson gave a report on Kari Tomperi's evaluation. It was a good review. Motion by Melvin Kinnunen to approve Kari's evaluation and step increase when the wage freeze is lifted.

Molly prepared a WesMin RC&D project application requesting WesMin RC&D to assist with the Wadena Replant Project, with planning and grant writing. Nancy Benson made a motion to approve the request to WesMin RC&D. Melvin Kinnunen seconded the motion. Motion passed. Melvin will take the application to the next WesMin RC&D meeting.

### **Training Sessions:**

Ecosystem Silviculture Certificate Course Series, August 4, October 13 and May 3, 2011 all in Grand Rapids, \$65.00 per day, the full 6 day series over two years will give Anne 36 to 54 CFE credits

Melvin Kinnunen made a motion to approve the above listed training session. Nancy Benson seconded, motion passed.

Motion by Nancy Benson to adjourn the meeting. Melvin Kinnunen seconded, motion passed.

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Secretary, Ken Berg

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
September 15, 2010**

Meeting was called to order by Chairman Marvin Runyan at 7:34 p.m.

Supervisors present:   Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:           Malinda Dexter, District Manager

Others present:         Ivan Reinke, NRCS Soil Conservation Technician  
                              Ralph Miller, County Commissioner

Motion by Nancy Benson to approve the minutes of the July 12, 2010 board meeting minutes with corrections. Motion seconded by Ken Berg. Motion passed.

Motion by Nancy Benson to approve the July Treasurer's Report as read, subject to audit. The balance on hand as of July 31, 2010 was \$ 57,847.38. The accounts receivable balance as of July 31, 2010 was \$ 5,974.60. Motion seconded by Tom Schulz, motion passed.

Motion by Nancy Benson to approve the August Treasurer's Report as read, subject to audit. The balance on hand as of August 31, 2010 was \$64,115.36. The accounts receivable balance as of August 31, 2010 was \$7,563.76. Melvin Kinnunen seconded the motion, motion passed.

Malinda reviewed the 2010 Budget versus Actual report with the board.

**Meeting Reports:**

Tom Schulz reported on the Water Management Summit he and Kari attended on July 12<sup>th</sup> in St. Cloud. Denmark has the highest taxes at 52%. Watershed Districts, SWCD's and Counties were in attendance.

Marvin Runyan gave a report on the Verndale Well Head Protection meeting held July 28<sup>th</sup> in Verndale. Verndale is working with two landowners for protection of the well head areas. Landowners are unwilling to sign up for easements on crop land at this time.

Marvin Runyan gave a report on the Verndale Well Head Protection meeting held August 25<sup>th</sup> in Verndale. The MN Dept. of Health has funds available to set up test plots, one landowner agreed to let them put in the plots.

Tom Schulz reported on the Convention Planning Meeting held in Bemidji August 4<sup>th</sup>. Each district reported on their assignments. Still need more volunteers for the hospitality room and the auction. Asked the board for a volunteer to introduce Nancy Bode for her session, Marvin Runyan volunteered.

Nancy Benson reported on the Trees for Wadena meeting she attended in office on September 13<sup>th</sup>. Discussed flyers developed, bracelet sales and WesMin RC&D will develop the strategic plan. We need to request funds from big name stores or businesses.

Discussed the North Central Area VIII Tour and meeting. 40 people are signed up. We will be starting at the hotel at 9:30 a.m., touring the SW side of Wadena and then going north. We will eat lunch at the Westside Laestadian Church and then head East and South, stopping at Dan Middendorf's for ice cream or hot chocolate, depending on weather. Back to the motel about 4:00 and supper will be at Sunny Brook Park with a campfire and music or the Harvest Thyme Bistro Café if it is cold. Many of the sites will be a drive through.

Discussed the NACD dues, back in January the board voted to pay \$200 in January, \$200 in April and the rest later on. Melvin Kinnunen made a motion to pay the remaining \$375 of the dues. Ken Berg seconded the motion, motion passed.

The North Central Joint Powers Board bill for \$1,000 was discussed. We will be receiving a BWSR Feedlot Water Quality Grant in November. The engineering fee of \$1,000 will be paid with that grant funding when received.

Ivan Reinke gave the NRCS report:

- Steve Lutes will start October 12<sup>th</sup> as the new NRCS District Conservationist for Wadena County.
- Conservation Stewardship Program (CSP) 2010-2 money is coming in, we have 8 new contracts, six are nonindustrial
- private forest land (NIPF) and 2 are Ag projects totaling \$13,000. Open application ranking period ends
- Dec. 31<sup>st</sup>.
- CSP payments for the 2010-1 signup will be coming in Oct. or Nov.
- The EQIP ranking period ends Oct. 31<sup>st</sup> ?
- The EQIP Local Work Group meeting will be held Sept. 30, at 9:30 a.m. in office.
- The new State Conservationist, Don Baloun is making some changes to the way things have been done in the past.
- He plans to come to Wadena the week of October 18<sup>th</sup>.
- Grazing certification payments are being made.
- Anne is completing the Buckthorn contracts.
- FSA has a direct farm loan for cost share projects, the money is available right away, but is competitive.
- Two Co-Efficiency of Utilizations (COU's) irrigation scheduling tests are to be completed.
- Melvin Kinnunen and Nancy Benson will try to attend the LWG meeting.

**Cost Share to Encumber:**

10-390 Jim Pierce, Wing River Twp. Sec 31, Well Sealing \$117.50

Tom Schulz made a motion to approve encumbrance of funds for contract #10-390. Nancy Benson seconded the motion, motion passed.

Grant Agreements for Signature:

**BWSR Grant: \$28,039** - General Services \$18,106, Cost Share \$9,821 and RIM funds \$112

**Feedlot Water Quality Grant: \$28,574** - administration \$8,569, Avelsgard Feedlot Const \$20,005

**DNR Grant: \$5,400** - Forest Stewardship Plan Writing \$5,400

**Natural Resource Block Grant: \$60,169** - Water Plan \$15,131, WCA \$19,575, Feedlot \$12,499

DNR Shoreland \$3,033 and SSTS \$9,931

Tom Schulz made a motion to approve the above listed grant agreements for signature. Nancy Benson seconded the motion, motion passed.

Malinda Dexter reported that the District will be receiving a dividend in November for \$2,604.00 from MCIT.

Anne Oldakowski applied for a Clean Water Fund (CWF) grant for a Forestry Project in the amount of \$35,000. Kari Tomperi applied for a CWF grant for a Water Plan Project. The amount depends on the proposal that gets selected, Proposal one is for \$43,750 and the second is for \$106,250.

Trees for Wadena was discussed, over \$15,000 has been received by the MN Initiative Foundation. The committee continues to meet monthly and is planning an Arbor Celebration for tree planting in the city.

The MASWCD Convention was discussed, the North Central Area VIII is hosting, Tom Schulz explained the need for volunteers to help with the hospitality room and auction. All staff and supervisors are expected to attend and help with the convention this year. The dates are December 5 – 7 at the Crown Plaza Riverfront Hotel in St. Paul.

Poster Displays for the convention were discussed the cost is \$120. Tom Schulz made a motion to pay half of the cost and see if the Area would pay for the other half. Nancy Benson seconded the motion. Motion passed.

Nancy Benson gave a report on Anne Oldakowski's, Forestry Technician, evaluation. It was an excellent evaluation. Nancy Benson made a motion to recommend Anne's evaluation for approval to the next step on the pay scale after the wage freeze is lifted. Melvin Kinnunen seconded the motion, motion passed.

Melvin Kinnunen asked the Chairman to close the meeting for the evaluation of Malinda Dexter, Manager.

Everyone left the room except the Board of Supervisors.

Tom Schulz made a motion to continue the evaluation of the Manager at the next meeting. Nancy Benson seconded the motion, motion passed.

**Training Sessions:**

Oct. 19 – 21 MN County Feedlot Officers Conf., Mankato - Cost \$130 plus motel & gas– Molly

Oct. 26 – 28 BWSR Academy, Pequot Lakes – Total Cost \$305.00 plus gas – all staff

Tom Schulz made a motion for the staff to attend the training sessions listed. Nancy Benson seconded the motion, motion passed.

Meeting was adjourned.

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Secretary, Ken Berg

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
October 19, 2010**

Meeting was called to order by Chairman Marvin Runyan at 8:05 a.m.

Supervisors present:   Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:           Malinda Dexter, District Manager  
                              Anne Oldakowski, Forestry/Education Technician  
                              Kari Tomperi, Water Plan Technician

Others present:         Ivan Reinke, NRCS Soil Conservation Technician  
                              Colleen Osterich, NRCS Area Conservationist  
                              Don Baloun, NRCS State Conservationist

Motion by Tom Schulz to approve the minutes of the September 15, 2010 board meeting minutes.  
Motion seconded by Ken Berg. Motion passed.

Motion by Nancy Benson to approve the September Treasurer's Report as read, subject to audit. The balance on hand as of Sept. 30, 2010 was \$ 52,000.52. The accounts receivable balance as of Sept. 30, 2010 was \$3,028.77. Motion seconded by Ken Berg, motion passed.

Additions to the agenda were approved.

Meeting Reports:

Board members reported on the North Central Area 8 Tour held Sept. 23 in Wadena County. They thought the tour went very well, there was a nice variety of projects. Visitors thanked us for the tour of the tornado devastation. The board thanked the staff for the job well done in planning and preparation.

Tom Schulz reported on the North Central Area 8 meeting held at the Pine Cove Inn on Sept. 24<sup>th</sup>. Discussed the resolutions, MASWCD budget and convention activities. Speakers were very good, it was a good educational meeting.

Nancy Benson reported on the NRCS EQIP Local Work Group meeting held Sept. 30<sup>th</sup> in office. Some priorities were put together to get more points, the resource concerns stayed the same. A few statements were deleted. There was a small attendance. Steve Lutes, new NRCS DC was introduced, Ivan did a good job of presenting.

Nancy Benson reported on the Awards Committee meeting she attended on Oct. 1<sup>st</sup> in St. Paul. All applications for conservation cooperators were read and a winner from each area was selected and the state winner selected from them. Malinda reported that Kent and Linda Solberg won the NC area. Congratulations to Anne for writing the nomination. The Solbergs will attend the convention.

A feedlot landowner joined the meeting to discuss the Feedlot Water Quality Grant funds he is to receive for his project. The project cost was considerably higher (\$40,000) than what the engineers estimate was (\$29,700). The grant was written with the engineer's estimate. The grant amount is \$28,754, with \$20,005 for the landowner and the rest is technical assistance for the staff and engineer. There was confusion between the Feedlot Officer and the landowner and his FSA lending officer as to the amount of the grant to be received, they were under the assumption the grant amount the landowner would receive was \$36,265. That amount is the estimated total project cost and the landowner is required to pay 25% which is \$9,120. That left \$27,145 as a grant request plus 5% administration of \$1,429 for a total grant request of \$28,574. After much discussion Nancy Benson made a motion to pay \$20,005 of the Feedlot Water Quality Grant funds to the landowner. Tom Schulz seconded the motion, motion passed. The landowner was concerned about planting oats this late in the year, the NRCS staff agreed and said he could mulch the area this fall to control erosion and plant in the spring.

Melvin Kinnunen reported on the Water Plan meeting held Oct. 4<sup>th</sup> at the courthouse. Most of the meeting was spent on 5 year update for the water plan. The MDA Central Sands Project of nitrate testing of private wells was discussed. Kari will be working ½ time on this project and will be paid by MDA. This study will include 14 counties and 2,500 wells. The District will be the fiscal agent for the project.

Kari Tomperi discussed the Ag Water Enhancement Program (AWIP) with Don Baloun. He is in full support of the program in the Chippewa River area. He encouraged Kari to talk with the NRCS State Technical Committee and see if our area could be added to the program in 2012.

Melvin Kinnunen reported on the WesMin RC&D meeting held Oct. 13<sup>th</sup> in Alexandria. Dean Schmidt is working on the Trees for Wadena program. He is developing a project plan and writing grants.

Anne Oldakowski gave a report on the Tree Team Meeting held Oct. 14<sup>th</sup> in the office. The group meets monthly. Anne is Applying for a DNR Community Bonding grant. The Initiative Foundation has over \$22,500 in the trees for Wadena account. 100 Boy Scouts are scheduled to help plant trees on Sat. April 30<sup>th</sup>. We are requesting donations from large companies. Dean Schmidt is writing a grant for a student intern to map out private properties and talk to home owners.

Continuation of the annual evaluation for the District Manager was postponed until the November meeting.

#### NRCS Report, Ivan Reinke

- Local Work Group meeting held
- 14 EQIP applications funded for \$ 240,000
- 14 WHIP applications funded for \$ 65,000, historically this program has not had much money, it has worked out well with Anne doing the Forestry projects.
- Doing Activity Based Costing (ABC) work - how has money been spent and where, also how many hours has District staff spent on NRCS projects.
- Steve Lutes is the new District Conservationist, presently on vacation, he will be in the office on Oct. 25
- Completing field verifications
- EQIP, CSP and WHIP deadlines for sign-up January 7<sup>th</sup>, ranking in Nov. and Dec.
- FSA has a new Conservation Loan program for equipment or activities, NRCS will do the Conservation Plan for the landowners who apply for the loans

New Business:

Cost Share to Encumber:

10-391 Jim Olson, Orton Twp, Sec 14, Well Sealing, \$162.50

Nancy Benson made a motion to approve the above listed contract for encumbrance. Tom Schulz seconded the motion, motion passed.

Cost Share to Pay:

10-391 Jim Olson, Orton Twp, Sec 14, Well Sealing, \$162.50

Melvin Kinnunen made a motion to approve the above listed contract for payment. Tom Schulz seconded the motion, motion passed.

Malinda Dexter reported that the Nolte subsurface drain project will be starting soon.

Malinda Dexter reviewed the 2010 Budget versus Actual report with the board and distributed copies of the budget request that was presented to the County Board of Commissioners. A few more grants have been received and the budget looks better for the next two years.

Malinda Dexter requested that staff go back to full time starting November 1<sup>st</sup>. Molly Costin has requested to stay on a 4 day work week, with no cut in benefits. The wage freeze is still in effect. Melvin Kinnunen made a motion to return staff back to full time, 5 days per week, beginning Nov. 1<sup>st</sup>, with Molly working 4 day weeks with full benefits, conditional until January 1<sup>st</sup>. Ken Berg seconded the motion. Tom Schulz, Ken Berg, Melvin Kinnunen and Marvin Runyan for, Nancy Benson opposed. Motion passed.

Don Baloun, NRCS State Conservationist, introduced himself to the board, he was happy to be sitting in on a board meeting. The health of Districts all over the state is a concern to him. The federal and state personnel need to know that the work is getting done on the local level. We are the delivery system to the landowners.

Tom Schulz discussed the needed funding for Forestry. Don Baloun wants to target absentee landowners. Computer costs are going up, he would like every computer in the field office on the NRCS program. He stated that the District should take full credit with the NRCS dollars received into the county for CSP, CRP, EQIP and WHIP, show those figures to County Board. Don Baloun would like us to develop a workload analysis of what we are doing for NRCS and what NRCS is doing for us. Get computers back under NRCS ASAP. If our copy machine dies get NRCS to get the next one. EQIP should be for production ag and forestry. WHIP for non-ag and forestry.

The convention was discussed, Tom Schulz requested the board members to sign up to work at the auction or hospitality room breakfasts. The District will buy 4 bracelets from the DAC and put on the convention auction. Rooms are reserved. Meals will be purchased for three spouses that will be attending.

Ken Berg made a motion that all staff and supervisors attend the convention this year as our area is hosting it. Nancy Benson seconded the motion. Motion passed.

Resolution packets were distributed, they must be in the MASWCD office on Nov. 1<sup>st</sup>. Please return them to Malinda by Oct. 29<sup>th</sup>.

Ken Berg made a motion to adjourn the meeting. Melvin Kinnunen seconded the motion. Motion passed.

Meeting adjourned.

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Secretary, Ken Berg

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
November 15, 2010**

Meeting was called to order by Chairman Marvin Runyan at 1:00 p.m.

Supervisors present: Marvin Runyan, Chairman  
Tom Schulz, Vice Chairman  
Ken Berg, Secretary  
Nancy Benson, Treasurer  
Melvin Kinnunen, Public Relations and Information

Staff present: Malinda Dexter, District Manager

Others present: Steve Lutes, NRCS District Conservationist  
Ralph Miller, County Commissioner

Motion by Melvin Kinnunen to approve the minutes of the October 19, 2010 board meeting. Motion seconded by Ken Berg. Correction noted: page 1, 6<sup>th</sup> paragraph, EQIP LWG meeting was held in our office not the courthouse; Steve Lutes was introduced, Ivan Reinke gave the presentation. Motion passed with corrections.

Motion by Nancy Benson to approve the October Treasurer's Report as read, subject to audit. The balance on hand as of Oct. 31, 2010 was \$ 39,305.16. The accounts receivable balance as of Oct. 31, 2010 was \$7,362.02. Motion seconded by Melvin Kinnunen, motion passed.

Additions to the agenda were approved.

Old Business:

Meeting Reports:

Tom Schulz reported on the Forest Resource Council Meeting held in Sartell at Verso Paper on Oct. 15. Anne and Tom attended and were able to view the production. They can make very thin paper to save postage costs for magazines, the paper is made from Hybrid Poplar. They burn used tires and sawdust in the production process.

Melvin Kinnunen reported on the Water Plan task force committee meeting held Nov. 15. Kari presented more of the update of the plan. The process is moving forward. It is scheduled for review with BWSR in January.

Tom Schulz reported on the MASWCD board meeting held Nov. 9<sup>th</sup> in St. Paul.

- Tom discussed the finance committee findings that MASWCD would not show as big a loss as expected, there will be a dues increase of \$50 per district to make up for the two districts that have not paid their dues.
- They are developing a policy statement about alternatives to Water management, for guiding principals to the agency that is overseeing or in charge of their water plans.
- Clean Water funding grant recommendations won't come out until Dec.
- The Conservation Academy will have 30 students around the state. Applications are due in January.

Kim Kaiser, MDA Nitrate Hydrologist, presented the Central Sands Project to the board. 2500 wells will be sampled in the 14 county area. Wadena SWCD will have the lead role and be the fiscal agent for the project. Land parcel data is being collected from the counties. The MN Survey Center is sending out letters to 3 landowners in each grid area. The first landowner to reply will be used in the program. We must have results by the end of June and build a long term monitoring project. MDA will provide funds to each County to hire a well coordinator. Project budget from Nov. 22, 2010 to June 30, 2011 is \$139,950 with Wadena SWCD receiving \$24,050 as fiscal agent. Motion by Melvin Kinnunen to sign a resolution of authority for Marvin Runyan and Malinda Dexter to sign the MDA Joint powers Agreement to be the fiscal agent for the Central Sands Project. Ken Berg seconded, motion passed.

The Trees for Wadena project was discussed, new funds received were \$2,500 from the Todd Wadena Electric coop, \$2,000 from the Browne Foundation and \$3,000 for the Central Region Partnership. A fund raiser was held on Nov. 14<sup>th</sup> at the Medina Ballroom with 300 people in attendance paying \$40 per ticket. There were two bands playing, a raffle and silent auction. Will have more information on funds collected at the next meeting.

NRCS report was given by Steve Lutes, District Conservationist:

- CSP payments coming out soon
- Deadline for CSP signup is January 7<sup>th</sup>
- EQIP and WHIP signup Dec. or Jan.
- Speaking at the Farm Forum at the CLAC on Dec. 2<sup>nd</sup>.
- DC's will be attending the MASWCD convention

New Business:

Malinda distributed the MASWCD candidate information and committee volunteer forms.

2011 Budget approved by the County Commissioners, it remains the same as in 2010 = \$ 61,340.00

\$20,000 County Allocation  
\$22,340 Water Plan  
\$15,000 County Ag Inspector  
\$ 4,000 Wetland Conservation Act.

The City of Verndale received a Source Water Protection Plan Implementation grant. The district will receive \$1,200 for 40 hours of time from the Water Resource Tech for IWM and assistance with facilitation of the grant.

Forestry/Education Technician Anne Oldakowski will be working for NRCS 1 day per week, she will be paid through their WAE program. Anne requested that her benefits remain the same. Ralph Miller, County Commissioner, stated that the County pays full benefits if an employee works 80% time. The District will follow the county guidelines and Anne will receive full benefits.

We received a dividend check for \$2,604.00 from MCIT.

Malinda read a seed sample report from MDA regarding seed collected at the Buckwheat Growers plant.

The convention was discussed. Rooms, meals and registrations have been made. The board members are to keep track of their mileage and take their resolution packets to the convention. Staff will also be attending.

January and February board meetings both fall on holidays and will be rescheduled for the Tuesday following the holidays.

Meeting Adjourned

Secretary, Ken Berg

**MINUTES OF THE WADENA SWCD  
BOARD OF SUPERVISORS MEETING  
December 20, 2010**

Meeting was called to order by Chairman Marvin Runyan at 1:00 p.m.

Supervisors present:     Marvin Runyan, Chairman  
                              Tom Schulz, Vice Chairman  
                              Ken Berg, Secretary  
                              Nancy Benson, Treasurer  
                              Melvin Kinnunen, Public Relations and Information

Staff present:             Malinda Dexter, District Manager

Others present:          Steve Lutes, NRCS District Conservationist  
                              Ralph Miller, County Commissioner

Motion by Tom Schulz to approve the minutes of the November 15, 2010 board meeting. Motion seconded by Ken Berg, motion passed.

Motion by Nancy Benson to approve the November Treasurer's Report as read, subject to audit. The balance on hand as of November 30, 2010 was \$ 70,621.90. The accounts receivable balance as of Nov. 30, 2010 was \$3,885.40. Motion seconded by Melvin Kinnunen, motion passed.

Discussed old accounts receivable bills, Ralph Miller will ask the County Attorney if we can put these past due bills on the County tax roles.

Old Business:

Tom Schulz reported on the MASWCD Forestry Committee meeting held in McGregor on Nov. 18<sup>th</sup>. Anne gave a good presentation, regarding the June 17<sup>th</sup> Tornado, to the committee.

Nancy Benson reported that she and Melvin Kinnunen met with Malinda on Nov. 23 and completed more work on the Employee Policy Handbook and Job Descriptions. The draft copy of the policy handbook will be emailed or sent out to all District Supervisors to review and make corrections on.

Melvin Kinnunen reported on the WesMin RC&D meeting he attended on Dec. 8<sup>th</sup>. Dean wrote and was approved for a \$25,000 grant for the City of Wadena to administer for the Trees for Wadena Project.

Malinda reported on the North Central JPB meeting held Dec. 16<sup>th</sup> in Bemidji. A job announcement for a full time engineer will be posted after the holidays. We hope to hire in March. The Technician, Brad Kennedy, discussed his project work load and received a step increase that was past due.

Tom Schulz reported on the MASWCD Convention held Dec. 5 – 7. It was a very successful convention with all good comments of a job well done.

Anne Oldakowski gave a report on Trees for Wadena. Helped Dean write a CURA grant for a GIS undergrad student or Education Outreach Student, to work 195 hours, completing a tree inventory of what was lost, what will be replanted and where and develop a distribution plan. Applied to the Conservation Corp for a crew of 5 people to help plant trees in the city April 30<sup>th</sup>. Discussed a community shelterbelt, talking to the BNSF railroad, Leaf River Ag, School, City property and Meadowbrook Apartments.

Malinda presented the program report for 2010. The tree program had an increase over last year of \$5,300. The No-till Drill program decreased \$941.08 and the Truax Drill decreased \$3,393.16. There was still an income from the programs of \$22,141.31, which is the 7<sup>th</sup> highest year in the past 25.

NRCS report by Steve Lutes:

- Discussed CSP, this is the first program that makes payments for Forestry.
- Ivan and Steve will be attending Wind Erosion training in Fergus Falls and has room for 2 SWCD staff to go with. Molly and Kari would like to go.
- EQIP and WHIP signups are coming soon.
- CSP payments are going out to successful participants now.
- Used \$148,000 in EQIP funds last year, Steve wants this number to increase.
- Area II has averaged over \$2 million in EQIP payouts per year in the past several years.

Kari asked Steve about applying for a Conservation Innovation Grant for the Ag Water Enhancement Program. The board recommended waiting until next year, when we can be more prepared. Nancy Benson made a motion to work on the grant application in 2011 and apply in 2012. Ken Berg seconded the motion, motion passed.

**New Business:**

**Cost Share to be Paid:**

10-390 Jim Pierce, Wing River Twp, Sec 31, Well Sealing \$ 117.50

Tom Schulz made a motion to approve contract #10-390 for payment. Ken Berg seconded, motion passed.

**CWMA Cost Share Paid:**

7/14/10	10-48	Roger Tuorila, Spotted Knapweed	\$ 304.60
7/14/10	10-52	Jeanette Sandberg, Leafy Spurge	389.25
7/14/10	10-53	Bradly Booth, Leafy Spurge	105.68
9/03/10	10-39	Ollie Haugo, Buckthorn Control	974.00
9/03/10	10-40	Coralee Dewald, Leaf Spurge	317.05
9/03/10	10-54	Dorothy Kennelly, Wormwood & Hoary Allysum	512.91
10/6/10	10-50	Dan Sommars, Thistles	35.25
11/3/10	10-56	Jay Hutson, Buckthorn Control	46.50
11/3/10	10-55	Ed Bruns, Buckthorn Control	143.85
11/19/10	10-41	Larry Huotari, Buckthorn Control	30.00
11/19/10	10-57	Marvin Runyan, Leafy Spurge	178.65
11/24/10	10-49	Jack Witthun, Buckthorn & Spotted Knapweed	314.32
11/24/10	10-61	Roy Hemphill, Buckthorn Control	86.94
12/08/10	10-62	Curt Berry, Buckthorn Control	678.80
12/08/10	10-63	Gary Zacharias, Buckthorn Control	93.27
12/20/10	10-45	Ed Blazek, Buckthorn Control	149.19
12/20/10	10-42	Larry Dewald, Leafy Spurge	<u>105.00</u>

**Total CWMA cost share paid \$ 4,465.26 Balance in Funds \$ 7,534.74**

Tom Schulz made a motion to approve the above listed CWMA contracts for payment. Melvin Kinnunen seconded the motion. Marvin Runyan abstained from voting. Motion passed.

Melvin Kinnunen made a motion to pay the dues of \$90 to the Wadena Chamber of Commerce. Nancy Benson seconded the motion. Motion passed.

WesMin RC&D dues requested \$400.00. \$200 from the District and \$200 from the County. Ralph Miller will ask the County if they will pay their half of the dues. Tabled until the next meeting.

Kari Tomperi reviewed the Water Plan Implementation Plan Amendment with the board.

Kari reported on a trailer park on the SE edge of Wadena that has arsenic in the well water. She is working with the MDH and Planning and Zoning and the landowner to fix the problem.

Malinda explained the two new well drilling programs. The USDA is providing well drilling for wells that need to be moved or replaced, this is a 1% low interest loan program. The AgBMP Low Interest Loan program for Well Drilling is at 3%.

The Workforce Center is providing a senior from Staples with funding for 10 hours per week. Nancy Benson made a motion to approve the student thru the Work Force Center for 10 hours per week. Ken Berg seconded the motion. Motion passed.

The January and February meetings will be held on the Tuesdays following the regular 3<sup>rd</sup> Mondays, due to holidays. January 18 and Feb. 22.

Meeting Adjourned. Secretary Ken Berg