

**MINUTES OF THE WADENA SWCD
BOARD OF SUPERVISORS MEETING
January 18, 2011**

Meeting was called to order by Chairman Marvin Runyan at 1:07 p.m.

Supervisors present: Marvin Runyan, Chairman
 Tom Schulz, Vice Chairman
 Ken Berg, Secretary
 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 Ken Berg to approve the minutes of the December 20, 2010 board meeting. Motion seconded by Melvin Kinnunen, motion passed.

Tom Schulz read the November Treasurer's Report and made a motion to approve as read, subject to audit. The balance on hand as of December 31, 2010 was \$ 38,144.47. The accounts receivable balance as of December 31, 2010 was \$21,007.34. Motion seconded by Melvin Kinnunen. Motion passed.

Discussed old accounts receivable bills, Ralph Miller reported from the County Attorney that any past due accounts will have to go to Smalls Claims Court they cannot be added to the tax roles. Tom Schulz made a motion that from this day forward if a bill is more than \$100 and 90 days past due, the Manager will take the account holder to small claims court to resolve the unpaid account. Melvin Kinnunen seconded the motion. Motion passed.

Malinda Dexter reviewed the 2010 Financial Report with the board. The District had an increase in the Fund Balance of \$6,445.00 for a total of \$37,646.00. This is still very low but at least it was a plus balance at the end of the year.

Ralph Miller reported that there is still a possibility of getting a car from the County, 3 vehicles are going on the fireman's auction in Verndale in April. Malinda Dexter asked if the County would give a car to the County Ag Inspector position.

Discussed the December Treasurer's report Equipment Fund. The WCA funds has normally carried a reserve, Malinda Dexter will check with BWSR to see if some of those funds can be transferred into the Equipment Fund.

Old Business:

Melvin Kinnunen reported on the Jan. 3rd, Water Plan meeting. Kari reviewed the Water Plan Amendment with the Water Plan Committee.

Marvin Runyan reported on the Jan. 4th meeting with the County Commissioners to review the Water Plan Amendment.

Marvin Runyan reported on the Jan. 12th meeting with the BWSR Northern Committee to approve the Water Plan Amendment. The BWSR board approved the Water plan Amendment contingent on a public meeting being held and no major concerns arise. Marvin reported that Kari did a good job of presenting the plan.

Tom Schulz reported on the Area VIII Chairman and Managers Meeting held in Bemidji on Jan. 5th. The meeting dates and agenda's were set for the year. Discussed the convention, pros and cons.

Tom Schulz reported on the Jan. 7th MN Forest Resource Council meeting at the courthouse in Wadena. The goals of the committee have 25 items, coordinated with the East Central Landscape committee, trying to reinforce how we work with local landowners. How do we protect zoning in forested areas? Funding was discussed. An Oak Symposium will be held in 2012, planning has started.

Tom Schulz reported on the Jan. 12th meeting of the MASWCD. He suggested having BWSR remove the competitive process of the Clean Water funds and do Joint Powers Agreement's or Memorandum of Understanding with watershed districts. They have funding from Levy's. Suggested project funding: 15% Technical/ administration, 70% for projects and 15% for initiatives. The levy is there for water plan purposes. A White Paper is being written to go back to Districts and Watershed Districts. A final draft should be ready at the next MASWCD meeting.

Melvin Kinnunen reported on the Jan. 12th meeting of the WesMin RC&D in Alexandria. The budget is back in the black, by-laws will be reviewed to cut meetings to Bi-monthly, unless necessary. Dean Schmidt wrote and was approved for a DNR bonding bill grant for \$25,000 for Trees for Wadena to give us a student from the Univ. of MN to assist with the tree loss inventory and landscaping plans. The dry hydrant program has funds available.

The Employee Policy Handbook and Job Descriptions review meeting will be held February 17th at the office to finalize the policy handbook with the full board.

NRCS report from Steve Lutes, DC.

CSP deadline is Jan. 21st, we have 37 applications now.

WHIP deadline is Feb. 11th

EQIP deadline is March 4th

Kari Tomperi joined the meeting to report on the MPCA contract for MWRAPP we will be receiving \$33,000 with \$4,500 for admin. The MPCA Red Eye and Crow Wing 10X funding is \$22,384 for monitoring 5 sites, \$11,700 for admin.

New Business:

Cost Share to be Encumbered:

10-392 Keith Radniecki, Aldrich Twp., Sec 8, Shelterbelt Renovation	\$ 243.75
10-393 Alan Avelsgard, Orton Twp, Sec 20, Farm Shelterbelt	<u>1,168.00</u>
Total Cost Share Encumbered	\$1,411.75

Tom Schulz made a motion to approve the above listed cost share contracts. Ken Berg seconded the motion, motion passed.

Dues Payable:

North Central Area VIII	\$ 200.00
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MN County Ag Inspectors	75.00
MN Forestry Association	60.00
WesMin RC&D	400.00
MASWCD	<u>1,895.00</u>

Total Dues to be paid \$ 2,630.00

Ralph Miller stated that the County has agreed to pay their \$200 share of the WesMin RC&D dues. Melvin Kinnunen made a motion to pay the dues as listed. Tom Schulz seconded the motion. Motion passed.

MN Counties Intergovernmental Trust (MCIT) Insurance Payable

Workers Compensation	\$ 1,167.00
General Liability & E&O	<u>4,337.00</u>

Insurance Payable \$ 5,504.00

Melvin Kinnunen made a motion to pay the insurance as listed. Ken Berg seconded the motion. Motion passed.

The Annual Meeting was discussed, it is normally held in mid March, but attendance has been decreasing. It was decided to do an Annual Paper to report our year of projects and programs. It will be mailed out with the Intercom and Market so that everyone in the county gets one. It can also be posted on our website so that BWSR gets our yearend report.

Steve Lutes discussed the Fisher Farms field day tour being planned for this summer.

The wage freeze set on January 1, 2010 was discussed. Melvin Kinnunen made a motion to remove the wage freeze beginning January 1st, 2011, with each employee's anniversary date. Tom Schulz seconded the motion. Motion passed.

Staff hours were discussed. Tabled until the February meeting.

Legislative Days at the Capitol will be held Feb. 28 and March 1st. Melvin Kinnunen and Tom Schulz plan to attend.

Molly Costin joined the meeting to report on three feedlot projects that are ongoing.

- There is runoff from Eric Olson's feedlot going onto a corner of Joel Middendorf's land. Olson is looking into buying that piece from Middendorf so that would remedy the situation.
- Tim Nolte is waiting until spring to complete his project, he wants to divert water closer to the river and is waiting for Engineering sign-off.
- Alan Avelsgard has three processes he must complete. He is applying for a variance for a Conditional Use Permit (CUP) for 999 animal units (AU's). He is within 2 miles of the city limits, and his distance to homes is too close. He is applying for a CUP for 500 AU's and an Interim Permit is proposed for 32 acs. for the 999 AU feedlot.
- Neighboring landowners are requesting information in files, they have completed the request form and will pay \$1 per copy. Board of Adjustment member has also been in with questions. The Board of Adjustment meeting is Thursday Jan. 20th.

Meeting Adjourned.
Secretary, Ken Berg