

**MINUTES OF THE WADENA SWCD
BOARD OF SUPERVISORS MEETING
June 30, 2011**

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

Supervisors present: Marvin Runyan, Chairman
 Tom Schulz, Vice Chairman
 Nancy Benson, Treasurer
 Melvin Kinnunen, Public Relations & Information

Supervisors absent: Ken Berg, Secretary

Staff present: Dave Aldeen, Interim District Manager
Others present: Darren Newville, East Otter Tail District Manager
 Ralph Miller, County Commissioner

Motion by Schulz to approve the minutes of the April 18th, 2011 board meeting and the May 26th special meeting with a clarification of special meeting minutes to read: strike the word “annual” and replace that with “comp”, and “eighteen and one quarter hours” to “\$18.25”, then the word should read “accept” instead of “except.” Motion seconded by Kinnunen, motion carried.

No approval of Treasurer’s report.

It was the consensus of the board to approach the County to ask for our second half fund allocation. Motion by Schulz, seconded by Kinnunen. Motion carried. Darren and Marvin will appear at the next County Commissioners Meeting to make a presentation on our behalf on July 5th.

Old Business:

Benson reported on the tree sorting and bagging of our clients’ trees. It was very educational and a lot of work. Trees for Wadena couldn’t have been more successful. Thanks again to our staff.

Area 8 meeting report from Schulz was given. Five resolutions were presented and all five passed with three coming from our District. The meeting had a good turnout, and a first was Sheila Vanney appearing by Skype.

NRCS Report: Steve Lutes wasn't able to be here however Dave Aldeen said there's a possibility of some technical assistance dollars from an EQIP contract that may be coming to the SWCD.

New Business:

Cost Share to be Encumbered:

- 10-392 Keith Radniecki, Aldrich Twp, Sec 8, Windbreak Renovation \$232.50
- 10-393 Allan Avelsgard, Orton Twp, Sec 20, Field Windbreak \$915.45

Motion to approve by Schulz. Seconded by Kinnunen. Motion carried.

Cost Share to be Paid:

- 10-392 Keith Radniecki, Aldrich Twp, Sec 8, Windbreak Renovation \$232.50
- 10-393 Allan Avelsgard, Orton Twp, Sec 20, Field Windbreak \$915.45

Motion to approve by Schulz. Seconded by Benson. Motion carried.

Cost Share to be Amended:

10-397 Justin Rogge, Leaf River Twp, Sec 10, Field Windbreak \$1,121.25
Schulz motioned to amend for an additional \$536.25 as there are now funds available. His total contract is \$1,121.25. Kinnunen seconded. Motion carried. Balance left to be used is \$472.49.

CWMA Cost Share to be Encumbered:

10-51 Troy Wangsness, Wadena Twp, Sec 23, Buckthorn control \$125.81
10-71 Jeanette Sandberg, Shell River Twp, Sec 33, Leafy Spurge control \$251.63
Motion by Schulz. Seconded by Benson. Motion carried.

The personnel committee met on June 28th with the EOT SWCD personnel committee and Darren Newville. Discussion was to hire on an hourly basis for services to include bookkeeping, District management and record keeping. It was a recommendation from the Wadena SWCD personnel committee to enter into a formal agreement with the EOT SWCD. After discussion and presentation to the board a motion by Kinnunen and seconded by Benson to do so, it was carried. The term of this agreement will be effective July 1, 2011 to Dec. 31, 2013. Employees remain under the EOT SWCD.

There was a motion by Kinnunen to start the process for an audit. Seconded by Schulz. Motion carried.

For discussion purposes only, it was asked what weed species are covered for CWMA cost share in Wadena County? Also what would be the rate of compensation for thistles, if covered? We asked for a recommendation from NRCS.

A concern discussed was one about the process of collecting on unpaid bills. As of June 30th a new Credit Policy is in place and all accounts will receive this notice. Motion to accept as presented by Kinnunen. Seconded by Schulz. Motion carried.

We received a county car from the Sheriff’s Office. Registration, tax, license and logo need to be taken care of. A motion made by Schulz to have Darren take care of this matter. Seconded by Kinnunen. Motion carried.

A letter was needed from the board to change signatures at the bank where our loan is held on the drill. Motion to address this matter was made. Kinnunen made the motion. Seconded by Schulz. Motion carried.

Discussion on our policy for record retention. There may be files that we can remove or put in storage.

Meetings or Training Sessions:

- July 6th Water Plan Meeting (CANCELLED)
- July 15th MN Forest Resources Council Meeting (CANCELLED)
- July 21 MN SWCD Forestry Association Meeting, McGregor – Tom
- Aug. 25 State Awards Meeting - Nancy

Schulz made a motion to adjourn the meeting. Kinnunen seconded. Motion carried. Adjourned at 9:30 p.m.

Minutes by Treasurer
Nancy Benson