

**Agenda for the February 9<sup>th</sup>, 2017 Meeting of the Norman County  
Soil & Water Conservation District Board of Supervisors  
8:00 to 10:00 am District Office Twin Valley, Mn 56584**

- 1. Call to Order**
- 2. Roll Call – Fill out Vouchers**
- 3. Secretaries Report – motion**
- 4. Treasurers Report -- motion**
- 5. Speakers: NRCS, Watershed**
- 6. Unfinished Business**
  - A. Projects & Grants – report
  - B. Buffer Program - report
  - C. Open Pasture Rent Bids - **motion**
  - D. Remodel Office - **info**
  - E. Other
- 7. New Business**
  - A. Cost Share – **motion**
  - B. Water Plan Public Hearing & County Commissioner Meeting – **info**
  - C. Area 1 Meeting - **info**
  - D. Annual Plan – **motion**
  - E. Approve Expenses for AIS Meeting- **motion**
  - F. Other
- 8. Adjourn Meeting – motion**

**Grants**


NRBG (Water Plan, Wetland, Feedlot),  
Discovery Farms, Capacity, AIS, Cost Share,  
RIM, Observation Wells, Cons Delivery  
Buffer Law Grant, MAWQCP

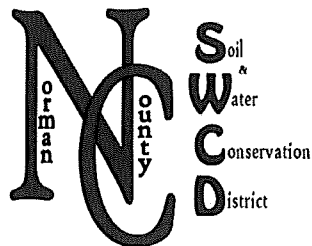
**Meetings & Training**

January 17-19-RRB Land & Water Summit, Fargo  
January 18 – Crop Seed & Trade Show-Gary  
February 16 – County Commissioner Mtg, 10:30  
February 20 – Closed  
February 21 – Area 1 Meeting, Detroit Lakes  
February 23 – Soil Health Workshop, Grand Forks  
March 2 – Survey Training, Detroit Lakes  
March 8 – AIS Conference, Alexandria  
March 9 – Board Meeting

**SWCD Programs and Services**

Tree Planting and Maintenance  
Conservation Delivery Program  
Erosion Control & Water Management  
Local Water Management Plan  
Rainfall Monitoring Program  
Wetland Conservation Act  
Observation Well Monitoring  
Feedlot Program  
Aquatic Invasive Species Program  
Reinvest in Minnesota – RIM  
Buffer Law Program  
Discovery Farms Water Sampling  
MAWQCP (Certification Program)  
Ag BMP Program  
NRCS Programs  
Education Days

  
J. Galperin



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Minutes for the January 13, 2017, meeting of the Norman County Soil and Water Conservation District Board of Supervisors, District Office Twin Valley, Mn.

### 1. Call to Order

The meeting of the Norman County SWCD Board of Supervisors was called to order by Chairman, Ron Thorsrud at 8:15 AM.

**A motion was moved by Rockstad, second by Skaurud to approve the January agenda with the added WCA resolutions under new business.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

### Board Reorganization

**A motion was moved by Rockstad, second by Skaurud to approve that the board officers stay the same for 2017.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**Erik Rockstad said the oath of office and signed the Certificate of Election.**

### 2. Roll Call

#### Members Present

- Ron Thorsrud, Chairman
- Kelly Skaurud, Vice Chairman
- Erik Rockstad, Treasurer
- Bruce Tufte, Reporter

#### Members Absent

- Gene Ueland, Secretary

#### Others Present

- Lori Thronson, District Manager
- Mark Christianson, District Technician
- Courtney Habedank, Conservation Technician

### 3. Secretaries Report

**A motion was moved by Rockstad, second by Tufte to approve the December 8<sup>th</sup>, 2016 Secretaries Report.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**4. Treasurers Report**

**A motion was moved by Rockstad, second by Tufte to approve the December Treasurers Report.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**5. Speakers Reports: None**

**6. Unfinished Business**

**A. Project Reports & Grants**

Courtney and Mark finished the feedlot inspections for 2016; site visits and online reporting. Had a meeting with the Garry Johanson, ESO who mentioned there is still some interest in folks having hog operations set up in Norman County. Had a request for streambank repair, will work with the landowner on this. Lori and Courtney attended a meeting in Detroit Lakes on elink reporting.

**B. Buffer Program**

Mark drove around with the area hydrologist looking at 4 sites for buffers that folks have requested to be removed off the map. Working with our Board Conservationist on alternative practices. Folks have been calling or stopping in asking about the buffer program. Had a meeting with the Wild Rice Watershed and the ESO officer to talk about each agency's involvement with the buffer program. Courtney is working on a database for sending out letters to folks explaining the buffer program and the deadlines involved.

**C. County Commissioner Meeting**

Met with the county commissioners in December, presented our budget, asked for a \$1,000 increase from \$63,200 to \$64,200, it was approved. The commissioners also approved a \$22,750 increase to our office for the SWCD Capacity Grant. The state is matching these funds which will be used for erosion projects. Mark gave an update on the feedlot and WCA program, and updated the board on the buffer program.

**D. Advertise for Pasture Bids**

We will be advertising in the paper for 2 weeks requesting bids for the pasture. The bids will be opened at our February board meeting and acted upon. The board wants the contract to be for 2 years.

**E. Other**

Handed out the brochure from MASWCD outlining their accomplishments for 2016.

**7. New Business**

**A. Cost Share**

**A motion was moved by Skaurud, second by Rockstad to approve cancelling the following cost share contracts because the grant ended.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

#1-16	Don Johnson	Field Windbreak	\$300	75%
#14-16	Chris Odden	Well Sealing	\$250	50%

**A motion was moved by Rockstad, second by Skaurud to approve the following cost share payment and county allocation payment.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

#15-16	Eugene Strobel	Waste Facility Closure	\$2,938	44%
#15-16	Eugene Strobel	County Allocation	\$3,762	56%

**A motion was moved by Skaurud, second by Tufte to approve the following cost share contract for well sealing not to exceed 50%.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

#4-17	Chris Odden	Well Sealing	\$250	50%
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**B. Cancel Cost Share Contracts**

**A motion was moved by Skaurud, second by Tufte to approve cancelling the following cost share contracts because the grant ended.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

#6-15	Jeff Petry	Well Sealing	\$1,000	50%
#11-15	Gene Baukol	Well Sealing	\$500	50%
#12-15	Scott Engel	Well Sealing	\$847.50	50%

**C. Upcoming Meetings**

The Crop, Seed and Trade Show is on January 18<sup>th</sup> in Gary, we will be having a booth there. The Red River Basin Land and Water Summit is January 17-19 in Fargo.

**D. Approve Small Group Insurance Plan**

**A motion was moved by Tufte, second by Rockstad to approve the office sponsoring a small group health insurance plan through BlueCross.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**E. Supervisor/Staff Retreat**

**A motion was moved by Rockstad, second by Tufte to approve paying expenses for the staff and supervisors to attend a staff/supervisor retreat.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**F. Yearly Motions**

**A motion was moved by Tufte, second by Rockstad to approve the 2017 yearly motions.**

**Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried**

**G. Performance Pay Request**

A motion was moved by Skaurud, second by Rockstad to approve the 2016 Performance Pay for each full-time employee. See attached.

Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried

**Performance Pay Policy**

A motion was moved by Skaurud, second by Rockstad to approve a \$750 Performance Pay for full time employees starting in January 1<sup>st</sup>, 2017. This Performance Pay will be paid on a yearly performance, meeting three self-determined goals and if the district has a net profit from that year. Performance Pay will be approved at the January meeting of each year. The goals will be presented to the board within 45 days of the new year.

Affirmative: 4 Yays    Opposed: 0 Nays  
Motion Carried

Ron Thorsrud left the meeting at 10:30

**H. Remodel the 3 offices**

Discussed remodeling the 3 offices and replacing the ceiling tile in the whole office. The staff will get 2 bids and bring to the next meeting.

**I. Other – WCA Resolution**

A motion was moved by Rockstad, second by Tufte to approve signing the Wetland Conservation Act resolutions giving the district authority to implement the program and the technician the authority to write the plans.

Affirmative: 3 Yays    Opposed: 0 Nays  
Motion Carried

**8. Adjourn meeting at 11:45**

A motion was moved by Rockstad, second by Tufte to adjourn the meeting.

Affirmative: 3 Yays    Opposed: 0 Nays  
Motion Carried

Dated \_\_\_\_\_ Respectfully Submitted:

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Gene Ueland, NCSWCD Board Secretary