

AITKIN COUNTY SWCD
130 SOUTHGATE DRIVE
AITKIN, MN 56431

Minutes of the Aitkin County Soil & Water Conservation District Board of Supervisors meeting held on Tuesday, January 16, 2018 at the Ag Service Center. Meeting was called to order at 9:00 a.m.

Those present were:

Those absent were:

Roger Vogt, Chair
Tom Fasteland, Vice Chair
Bob Roseberg, Treasurer
Bob Janzen, Secretary
Frank Turnock, Reporter
Scott Kittleson, District Conservationist
Steve Hughes, District Manager
Lori Nelson, District Secretary

Additions to the agenda:

- Hill City/Wellhead Protection Plan
- Bill over \$3000/Mississippi Headwaters Board
- MN Unemployment/Zach Skwira \$651.25
- Volunteer Lunch/January 17, 2018

A motion was made by Tom Fasteland and seconded by Bob Roseberg to approve the November 21, 2017 minutes. Approved unanimously.

TREASURER'S REPORT/NOVEMBER & DECEMBER 2017

A motion was made by Frank Turnock and seconded by Tom Fasteland to accept the November 2017 financial statement. Approved unanimously.

Discussion re: end of the year financial statement. A motion was made by Frank Turnock and seconded by Bob Roseberg to accept the December 2017 financial statement. Approved unanimously.

CHECKS WRITTEN

A motion was made by Frank Turnock and seconded by Tom Fasteland to approve checks written. Approved unanimously.

Tom Fasteland, Vice Chair took over the meeting.

ELECTION OF OFFICERS

Nomination for Chair: Frank Turnock nominated Tom Fasteland as Chair and Roger Vogt seconded. Approved.

Nomination for Vice Chair: Roger Vogt nominated Frank Turnock as Vice Chair and Bob Janzen seconded. Approved unanimously.

Nomination for Treasurer: A motion was made by Frank Turnock and seconded by Roger Vogt to cast a white ballot for Bob Roseberg for Treasurer. Approved unanimously.

Nomination for Reporter: A motion was made by Bob Roseberg and seconded by Frank Turnock to cast a white ballot for Roger Vogt as Reporter. Approved unanimously.

Officers for 2018

Tom Fasteland, Chair
Frank Turnock, Vice Chair
Bob Roseberg, Treasurer
Bob Janzen, Secretary
Roger Vogt, Reporter

DESIGNATE BANK & NEWSPAPER

A motion was made by Bob Roseberg and seconded by Bob Janzen to designate the Security State Bank and Aitkin Independent Age as the official bank and newspaper. Approved unanimously.

2018 IRS MILEAGE RATE .545

A motion was made by Frank Turnock and seconded by Bob Roseberg to approve the 2018 IRS mileage rate of .545. Approved unanimously.

PERSONNEL POLICY ANNUAL REVIEW

A motion was made by Bob Roseberg and seconded by Bob Janzen to approve the annual review of the Personnel Policy. Approved unanimously.

BILLS OVER \$3000

MCIT/\$4130

A motion was made by Roger Vogt and seconded by Frank Turnock to approve payment of \$4130 to MCIT. Approved unanimously.

MCIT/\$4428

A motion was made by Bob Roseberg and seconded by Bob Janzen to approve payment of \$4428 to MCIT. Approved unanimously.

MISSISSIPPI HEADWATERS BOARD/\$15,658.88

A motion was made by Frank Turnock and seconded by Bob Janzen to approve payment of \$15658.88 to the Mississippi Headwaters Board. Approved unanimously.

BUFFER SPECIALIST/END OF PROBATION

Shannon Westerlund has completed her six-month probationary period as Buffer Specialist/ Steve recommends to the SWCD Board to hire Shannon Westerlund as a full time employee and also recommends a .50/hr. increase in her hourly wage effective on next check 1/31/18. Insurance and other benefits effective February 1, 2018. Approved unanimously.

LEASE AGREEMENT/AITKIN SWCD & AIS STORAGE ROOM

A motion was made by Roger Vogt and seconded by Bob Roseberg to approve the SWCD Lease Agreement with Robert Cummings \$1102.50/month for 2018. Approved unanimously.

A motion was made by Frank Turnock and seconded by Bob Janzen to approve the AIS Lease Agreement with Robert Cummings \$4392 for the year 2018. Approved unanimously.

VEHICLE REPORT

Steve Hughes gave a vehicle report. There are two vehicles available at the County—13 Impala and a 04 Escape. The 1999 Jeep will be returned to the County. A motion was made by Frank Turnock and seconded by Bob Roseberg to approve getting two vehicles from the County and returning the 1999 Jeep. Approved unanimously.

E-LINK

E-Link reporting is due February 1, 2018.

RECONCILIATION PROCESS

Jeannette, MN BWSR will be here Tuesday, January 23, 2018 to look at the District Capacity 16 Grant.

OTHER

HILL CITY WELLHEAD PROTECTION PLAN

Discussion. Steve Hughes will review it if he sees something major could e-mail ahead of the meeting. Tom Fastland will look at it too.

VOLUNTEER LUNCH

The Volunteer Lunch will be held on Wednesday, January 17, 2018 at the Ag Service Center at noon.

ZACH SKWIRA/UNEMPLOYMENT PAYMENT/\$651.25

A motion was made by Roger Vogt and seconded by Frank Turnock to approve a payment of \$651.25 to MN Unemployment. Approved unanimously.

SNAKE RIVER REPORT

Snake River hasn't met since November. Discussion re: landowner application for funding for a project. Steve Hughes will get on the agenda for the Snake River meeting to discuss the project.

DISTRICT MANAGER'S REPORT

Nothing new to add.

DISTRICT TECHNICIAN'S REPORT

Report was given in the packet.

Some non-traditional cost-share requests and waiting to hear from Chris Pence/MN BWSR to see if District Capacity funds can be used.

Projects are:

CITY OF MCGREGOR looking to do a feasibility study, engineering firm out of Brd./St. Cloud-- \$10,000 cost-share 50%. No motion at this time, SWCD Board is in favor of looking into.

BEAVER TOWNSHIP a landowner is looking at a pollinator planting in Beaver Township, EQIP criteria has changed, approximately \$700-\$800 project seed and site preparation. There was question as to any other district that has done this. General concensus go ahead with it if qualifies. No motion at this time.

DISTRICT FORESTER'S REPORT (see attached report)

Year in review of what was done. Stewardship Plan Summary Report was handed out.

DISTRICT CONSERVATIONIST'S REPORT (see attached report)

FARM BILL BIOLOGIST REPORT (see attached report)

NORTH REGION FORESTER REPORT (see attached report)

BUFFER SPECIALIST REPORT (see attached report)

The next meeting will be held on Tuesday, February 20, 2018 at 9:00 a.m. at the Ag Service Center.

A motion was made by Bob Janzen and seconded by Bob Roseberg to adjourn at 12:15 p.m.

Respectfully submitted,

Bob Janzen
Secretary