

**DOUGLAS SOIL & WATER CONSERVATION DISTRICT  
MINUTES**

**Monday, January 11, 2016 – 4:00 P.M.**

The Douglas Soil & Water Conservation District Board of Supervisors met at the USDA Service Center on Monday, January 11, 2016. Chairman Thoennes called the meeting to order at 4:00 p.m. Members attending were: Thoennes, Barsness, Rutten, Schneider and Wolf. Also in attendance were: Commissioner Johnson, Douglas County Lake Association Board Members, Jan Beliveau and Linda Dokken-McFann, Haggemiller, Dybdal and Arceneau.

**Pledge was recited**

**Re-Organization of the Board of Supervisors.** Motion by Barsness to keep all Officers the same as 2016, seconded by Rutten. Motion carried.

**Minutes** of the regular December 14, 2015, **meeting** was discussed. Motion by Barsness to approve, subject to audit, seconded by Rutten. Motion carried.

**Treasurer's Report** was read. Motion by Wolf to approve, subject to audit, seconded by Schneider. Motion carried.

**Reports**

- A. Coordinator's Report** – Haggemiller handed out his monthly report.
- B. Pomme De Terre-** Commissioner Johnson gave a brief report. They reviewed their grants for 2016 and had Re-organization of their Board.
- C. Douglas County Commissioner Report-** Commissioner Johnson reviewed the new re-organization of the Commissioners. Johnson reviewed the Lake Ida project and 2016 proposed road construction.

**Old Business**

- A. Convention Technician Position**–Motion by Rutten to Hire Andrew Rice with recommended salary and benefits, seconded by Wolf. Motion Carried.
- B. Old Computer Sale** – Motion by Schneider to sell computer for whatever price Haggemiller determines is appropriate, seconded by Wolf. Motion Carried.
- C. Final Audit Report** – Motion by Wolf to approve the 2014 audit, seconded by Barsness. Motion Carried.

- D. **New Drill Sales Agreement** – Barsness will sign the agreement. Rutten will contact landowner on selling the old drill.

## **New Business**

- A. **Field Office Update**—Dybdal reported that they received four drainage requests requiring wetland determination, two appeals, nineteen EQIP contracts are being reviewed for eligibility. Dybdal introduced Shonda Kershaw the new Administrative Assistant.
- B. **Set Supervisors Compensation.** Motion by Barsness to leave the compensation the same as 2015, seconded by Rutten. Motion carried.
- C. **Set Mileage Rate** – Motion by Barsness to follow the Federal Mileage Rate of 54¢/mile for 2016, seconded by Schneider. Motion carried.
- D. **Designate Depositories** – Motion by Barsness to designate Wells Fargo and Viking Savings as the Douglas SWCD depositories and Haggemiller, Arceneau, Wolf and Thoennes as Signers for 2016, seconded by Wolf. Motion carried.
- E. **Assign Committees**
1. **Chippewa River Watershed Group** - Thoennes
  2. **Pomme de Terre Watershed Group** - Barsness
  3. **Sauk River Watershed Group** – Rutten
  4. **West Central Area II Joint Powers** – Wolf, Thoennes
  5. **Long Prairie Watershed Group** – Rutten
  6. **Water Plan** – Schneider, Thoennes
  7. **EQIP Local Work Group** – Thoennes, Barsness
- F. **Dues**
1. **National Association of Conservation Districts Dues**- \$775.00 (Gold) – Motion by Wolf to approve, seconded by Rutten. Motion carried.
  2. **MN Association of Conservation Districts Dues** - \$3,827.31 –Motion by Barsness to approve, seconded by Rutten. Motion carried.
- G. **Annual Plan of Work Update** Haggemiller will have a draft at the February meeting for the Supervisors to review.
- H. **Area II Envirothon Donation Request \$150**-Motion by Rutten to approve the Envirothon Donation, seconded by Schneider. Motion carried.

- I. **2016 BWSR Local Capacity Service Grant Agreement**– Motion by Rutten to sign the 2016 BWSR Local Capacity Service Grant Agreement, seconded by Schneider. Motion carried.
- J. **Water Plan and District Technician Positions Discussion** – Motion by Schneider to advertise the Water Plan position and work with Dave Rush on a job description, seconded by Barsness. Motion Carried. Motion by Barsness to offer Ben Branson the District Technician position with the recommended benefits, seconded by Rutten. Motion carried.

**Bills to Pay.** During the month of January, the Douglas SWCD issued Checks #8002-8043 for a total of \$63,026.02 including eFile (State Withholding) and EFTP (Federal Withholding). Motion by Wolf to pay the bills, seconded by Barsness. Motion carried.

**Adjournment.** Motion by Rutten to adjourn the meeting, seconded by Barsness. Motion carried.

Secretary,

Jon Schneider, Secretary