

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD MEETING
COURTHOUSE BASEMENT CONFERENCE ROOM
715 4TH STREET * INTERNATIONAL FALLS * MN * 56649
MONDAY, AUGUST 4, 2008**

Members Present:	Ralph Lewis	District I
	Troy Promersberger	District II
	Eldon Voigt	District III
	Bernie Uran	District IV
	Al Linder	District V

Also Present: Pam Tomevi, District Coordinator; Ryan Heinen, District Technician; Kelly Voigt, District Conservationist; Kevin Adee, County Commissioner; Carol Dethmers; Claire Dethmers; Jack Murray; Paul Roberts, Sr.

Chair Uran called the meeting to order at 7:00 pm

2008/8-1 Motion by Linder, seconded by Lewis to approve the agenda with corrections.

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

2008/8-2 Motion by Linder, seconded by Voigt to approve the minutes dated July 2, 2008 with corrections.

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

2008/8-3 Motion by Voigt, seconded by Linder to approve treasurer's reports ending July 31, 2008 as presented.

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

2008/8-4 Motion by Linder, seconded by Promersberger to approve for payment, Accounts Payable totaling \$540.71

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

Guest Introductions:

The Board welcomed Carol Dethmers who presented an overview of her erosion problem along Rainy Lake. The district technician provided a technical assessment with photos and a cost estimate of \$3550 for tubular gabions and critical area plantings.

2008/8-5 Motion by Voigt, seconded by Linder to approve the Carol Dethmers shoreline stabilization cost-share application CS09-1 with a start date of 8-4-2009 and end date of 2-4-2010, encumbering \$1775 of FY09 state cost-share funds on the basis of 50% with \$444 encumbered for Technical and Administrative Services.

REPORTS:

Supervisor Reports:

- Supervisor Voigt reported on the MN SWCD Forestry Association meeting in McGregor where main discussion items included:
 - funding discrepancies between DNR contracts to write forest stewardship plans - private forester contracts were funded at 100% while SWCD contracts received 80% funding;
 - a meeting for the MN Farmers Union will be held in September;

- local officials in Benson are looking at doing a feasibility study for a plasma plant.

2008/8-6 Motion by Linder, seconded by Lewis authorizing Supervisor Voigt to attend the 2008 Annual Summer Conference of the MARC&D.

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

- Supervisor Linder reported that the North Central MN JPB has a good year with assistance to 79 projects which brought in \$52994 in service fee revenue.
- Supervisor Promersberger will coordinate with Supervisor Linder to schedule wood ash committee meeting with Boise as requested.

District Coordinator Report:

Copy on file. Discussion included wood ash spreading complaint, NACD legislative conference recap, and 2009 budget.

2008/8-7 Motion by Voigt, seconded by Linder authorizing the coordinator to set up a new account at Border State Bank.

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

District Technician Report:

Copy on file. Discussion included the Cartway project, Woodland Advisor GIS class, forest stewardship, fair booth, BWSR NE Wetland Mitigation Strategy, and a request for onsite wetland field checks. After confirming that he was offered and accepted a new position with the Nature Conservancy in South Dakota, the technician submitted his resignation letter to be effective August 29, 2008.

2008/8-8 Motion by Promersberger, seconded by Linder accepting the employment separation notice of the technician effective 8/29/08

Voting yes: Promersberger, Voigt, and Linder. Voting no: Lewis and Uran. Motion carried.

NRCS District Conservationist Report:

The district conservationist provided a verbal report including:

- Lyme disease warning – reports that she has been diagnosed with lyme disease and reviewed the symptoms and treatment. Advises the Board to make sure new district staff is aware and takes necessary precautions;
- Field office is busy with practice applications.

NEW BUSINESS:

Cost-Share:

The technician informed the Board that cost estimates for CS07-1 are coming in considerably higher than originally planned for.

2008 Awards:

The Board reviewed and signed the district capacity award. The Board did not select anyone to receive the 2008 Outstanding Conservationist award.

Area VIII Tour:

2008/8-9 Motion by Voigt, seconded by Lewis authorizing the chair to sign a catering contract with Oh 4 Sweet to cater the Area VIII tour lunch on 9-11-08.

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

Upcoming Meetings and Training:

2008/8-10 Motion by Voigt, seconded by Linder authorizing the coordinator to submit position announcements from 8/5 – 8/21 both online and in the Daily Journal for the program assistant and district technician positions.

Voting yes: Lewis, Promersberger, Voigt, Uran, Linder. Motion carried.

Staff Leave Requests:

2008/8-11 Motion by Voigt, seconded by Lewis authorizing the following staff leave requests:

- **District Coordinator – November 10-19**

Voting yes: Lewis, Promersberger, Voigt, Uran, Linder. Motion carried.

General Business:

General business discussion included the North Central MN Joint Powers Board monthly activity reports, notice of legislative increases to limits for contracting procedures, and information from Lake of the Woods SWCD regarding the availability of aerial photography of the county over various flight years.

2008/8-12 Motion by Voigt, seconded by Linder to close the meeting for personnel discussion regarding a courthouse memo addressing an anonymous complaint about office hours.

Voting yes: Lewis, Promersberger, Voigt, Uran, Linder. Motion carried.

2008/8-13 Motion by Voigt, seconded by Linder to reopen the meeting.

Voting yes: Lewis, Promersberger, Voigt, Uran, Linder. Motion carried.

2008/8-14 Motion by Lewis, seconded by Voigt to accept the personnel committee recommendation that the verbal discussion was sufficient to address the courthouse memo and request the coordinator forward any future complaints to the Board.

Voting yes: Lewis, Promersberger, Voigt, Uran, Linder. Motion carried.

In the future, the Board agreed to disregard any anonymous complaints and require all complaints to be in writing. Supervisor Voigt agreed to create a complaint policy form and bring back to the Board for review.

2008/8-15 Motion by Voigt, seconded by Lewis to keep the attendance and leave policy as is until such time as the district has three staff people and then the office shall have a staff person available in the office from 8:00 am – 12:00 pm Monday through Friday except holidays.

Voting yes: Lewis, Promersberger, Voigt, Uran, Linder. Motion carried.

Confirm Next Meeting Date:

The next regular meeting of the Koochiching SWCD will be held on Monday, September 8, 2008 at 7:00 p.m. in the courthouse basement conference room.

Adjourn Meeting:

2008/8-16 Motion by Linder, seconded by Voigt to adjourn the meeting at 10:15 pm.

Voting yes: Lewis, Promersberger, Voigt, Uran, and Linder. Motion carried.

Submitted by: _____
Board Secretary Date

Approved: _____
Board Chairman Date