

SOIL AND WATER CONSERVATION DISTRICTS



“Helping bring YOU clean water”

Redwood SWCD

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MINUTES FROM THE MARCH 12, 2009 MONTHLY BOARD MEETING

Supervisors

Chair
Mike Hewitt
District V
(507) 859-2406

Vice Chair
Donald Steffen
District II
(507) 648-3485

Secretary
Thomas Morley
District I
(507) 641-3742

Treasurer
Joseph Plaetz
District IV
(507) 747-2803

PR & I
Ralph Heiling
District III
(507) 249-3568

Staff

Marilyn
Bernhardson
District
Administrator

Kari Clouse
Office
Assistant

Judy Schulte
District
Technician

Karen
Wilhelmi
Education
Coordinator

The monthly meeting of the Redwood Soil and Water Conservation District was called to order at 9:30 a.m., on Thursday, March 12, 2009 by chair Mike Hewitt. The meeting was held in the meeting room of the Ag Service Center in Redwood Falls, MN.

BOARD MEMBERS PRESENT:

Mike Hewitt – Chair
Don Steffen– Vice-Chair
Tom Morley – Secretary
Ralph Heiling – PR&I

STAFF: Marilyn Bernhardson – District Administrator

COUNTY COMMISSIONER: Gary Dahms

ADOPT AGENDA: Motion by Heiling, second by Steffen to adopt the agenda as sent. Motion carried by all voting yes.

MINUTES: Motion by Steffen, second by Morley to approve the minutes from the February 20, 2009 board meeting as sent. Motion carried by all voting yes.

PUBLIC COMMENT: None

STATE COST SHARE:

District: Motion by Heiling, second by Steffen to accept the following requests for cost share assistance:

Judy Schulte	11-08	Joe Schueller	Fmstd	\$900.00
District Technician	12-08	Josh Fogelson	Fmstd	\$675.00

Karen
Wilhelmi
Education
Coordinator

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State Cost Share (continued)

FY 2008 Clean Water Legacy

Motion by Steffen, second by Morley to approve the following request for cost share assistance:

CWL-48-08	Dale Hanson	Intakes	\$5,400.00
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Motion carried by all voting yes.

RCRCA will provide technical assistance for CWL-48-08.

Native Buffer Strip Program: Motion by Steffen, second by Morley to accept the following request for cost share assistance into the native buffer strip program:

BS2-08	Jeff Huseby	643	\$5,400.00
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Motion carried by all voting yes.

BILLS PAYABLE: Motion by Heiling, second by Morley to approve payment of bills through March 12, 2009 totaling \$13,500.70. Motion carried by all voting yes.

REPORTS:

Judy Schulte entered the meeting at 9:39 a.m.

Technical Report: Schulte 1) Has attended lots of training; hydrology, wetland, RUSLE. Will be attending additional training in the future. 2) Working with Brian on survey's on multipurpose dams. 3) Working to get State cost share contracts. 4) Working on the tree program, have sold about 1/2 of tree inventory. 5) Have taken several rock outcrop signups. 6) Working with NRCS area office to get ecological job approval authority.

Judy Schulte left the meeting and Karen Wilhelmi entered the meeting at 9:56 a.m.

Education Report: Wilhelmi 1) Continue to work on Envirothon that is set for May 6, 2009. 2) On environmental fair committee; getting presenter and helping with fund raising. 3) Setting up ecology bus for two schools in the county. 4) Finishing up getting all reports on the web site. 5) Assisted with balancing Clean Water Legacy funds.

Karen Wilhelmi left the meeting and Kari Clouse entered the meeting at 9:59 a.m.

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Office Assistant: Clouse 1) Completed year end items for payroll: W2's, state and federal reports, W-3's and PERA. 2) Completed new hire reports for Judy and have set up accounts for her benefits. 3) Entered items in eLINK for weed management grant and submitted report for February deadline. 4) Completed eLink reporting for the District's other funding sources. Worked half a day with Mark Hiles to finalize reports for March 1st deadline. 5) Working with Mark Rose and Rich Giles for 1026 processing. 6) Working on 2008 fiscal year end financial reports that need to be submitted to BWSR. 7) Record monthly rain gauge holder information and submit to state climatologist. 8) Tracking affiliate membership dues as they come in. 9) Accounts payable, accounts receivable, payroll and reconciliation of District accounts. 10) Prepare financial reports, minutes and agenda for monthly board meetings. 11) Items for RCRCA: Working on FY end at RCRCA for 2007 and 2008. 12) Monthly bank reconciliations, accounts payable, accounts receivable, payroll and financial reports. 13) Attend board meetings and take minutes.

Kari Clouse left the board meeting 10:07 a.m.

District Administrator: Bernhardson 1) Attended Clean Water Council Meeting. 2) Participated in and attended the Legislative Briefing and met with legislators. 3) Spoke at and participated in a Minnesota River meeting. 4) Coordinated the taking of a photo for the dry hydrant funded through RC&D. 5) Completed financial budget for water management for 2009. 6) Submitted farm bill and volunteer reports for February. 7) Addressed several WCA issues. 8) Sent letters to all fire chiefs telling them of the availability of funds to install dry hydrants through RC&D. 8) Balanced 2007 and 2008 Clean Water Legacy Funds and let districts know what funds are available. 9) Met to discuss Steve Whittet's BWSR road replacement wetland restoration bank application.

NRCS: No report as acting DC is attending training.

RCRCA: Steffen reported on the February 23, 2009 meeting.

COUNTY COMMISSIONER: Dahms - 1) Government center on schedule and on budget so should be able to move in around the first of June. 2) Still struggling with the budget. County released budget for SWCD. Next years budgeting will be a much bigger challenge.

LEADERSHIP MANAGEMENT SEMINAR: Bernhardson requested permission to attend a leadership/management seminar at Jackpot junction. Motion by Steffen, second by Heiling to authorize Bernhardson to attend the leadership seminar on April 17, 2009 at Jackpot Junction. Motion carried by all voting yes.

TSA AGREEMENT: At the April 1, 2009 Technical Service Area meeting an agreement between the soil and water conservation districts that are part of the newly formed Technical Service Area will be discussed. Hewitt will be attending as alternate.

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NEXT MEETING: The next meeting of the Redwood Soil and Water Conservation District will be held April 9, 2009 at 8:00 a.m. in the meeting room of the Ag Service Center in Redwood Falls, MN.

ADJOURNMENT: Motion by Steffen, second by Morley to adjourn the meeting at 10:45 a.m. Motion carried by all voting yes.

Supervisor