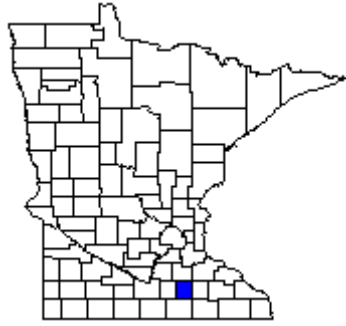


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**MINNESOTA
 SOIL and WATER CONSERVATION DISTRICTS**

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Chairman Mark Ihlenfeld at 7:10 p.m. on Wednesday, November 10, 2009 at the Conservation Office located at 235 Cedardale Drive SE, Owatonna, MN.

<u>SWCD Supervisors Present:</u>	<u>SWCD Staff Present:</u>	<u>Others Present:</u>	<u>Absent:</u>
Mark Ihlenfeld, Chairman	Dan Arndt, Manager	Bruce Kubicek	
Dan Hansen, Secretary	Eric Gulbransen	Noel Frank, NRCS	
Dave Melby, Reporter	Sue Condon, SWCD		
James Klecker, Vice-Chrmn			
Kyle Wolfe, Treasurer			

The October minutes were sent to the Supervisors prior to the meeting. Motion was made by Melby, seconded by Hansen to approve the minutes. Motion was carried by voice vote.

The November agenda was reviewed and stays as it stands.

The October Treasurer’s Report (see attached) was read by Wolfe. Motion was made by Hansen, seconded by Melby to approve the September Treasurer’s Report. Motion was carried by voice vote.

Bills: (see attached.) Condon reported that the NRCS rent bill had come in and had to be paid before this meeting. Paying the bill was sanctioned by Wolfe, Board Treasurer. The amounts were \$8,703 for the rent and \$834 for the LAN/WAN services. Motion was made by Wolfe, seconded by Hansen to approve paying the bills as listed including the foresaid paid bills. Motion was carried by voice vote.

Jim Klecker entered at 7:20 p.m.

OLD BUSINESS:

1. BWSR Academy: Condon reported on attending the 3 day training sessions held at Brainerd. She reviewed the classes she attended and stated it was the best training she ever attended. (See attached.)
2. Other: Hansen attended the November 2nd Cannon River Watershed Partnership Board meeting. The 2010 Budget was reviewed, and revealed a drastic reduction of grant funds. A reduction in staff may be necessary.

NEW BUSINESS:

1. Arndt report on the Clean Water Fund Applications: Three applications are being considered. Steele Co. Highway Department/Judicial Ditch #2; City of Owatonna. A memorandum of understanding will be developed with the City of Owatonna if the grant is approved. Arndt explained the other projects. The CRWP and other Districts in the area along the Straight River may want to be included in a filter strip incentive program. Motion was made by Klecker, seconded by Wolfe to continue on with the application process, as the deadline for the application of the grant is before the next board meeting. Motion approved by voice vote.

Bruce Kubicek enters meeting at 8:05 p.m.

NEW BUSINESS: (cont.)

2. Arndt reviews the proposed Cooperative Weed Management Grant, due Dec. 1, 2009: Included will be a new program for Steele County and Townships. The grant will focus on invasive species in Steele County and how to eliminate them in our road ditches by spraying. This application involves the submission of an RC&D measure. The other application will be a continuation of the RIM Reserve Invasive Species program to control the invasive species on RIM Easements. Motion was made by Melby, seconded by Hansen to continue with the 2 weed management grants and to have them signed before Dec. 1st and sent in. Approved. Motion was made by Wolf and Klecker to continue with the RC & D measure and get it signed by all parties before the RC & D meeting which will be on November 23rd. Motion was approved by voice vote.
3. 2010 Tree Program: Gulbransen reviewed next year's program. The retail price on the stock will go up slightly because of the increase in the wholesale prices. Gulbransen stated that there will be approximately 2,000 pots and 12,000 bare root plants. Motion was made by Klecker to approve the prices and allowing them to change if Gulbransen can find lower wholesale prices , seconded by Wolfe. Motion approved by voice vote.
4. SWCD/Steele County/City of Owatonna/Terpstra Working Agreement: Arndt explained that a State cost shared waterway was damaged by run off from the City of Owatonna. Motion was made by Hansen, seconded by Melby to table this until next month.
5. 2009 Pay Equity: Condon completed the pay equity report, and Arndt reported that notification was received that we are in compliance with the Local Government Pay Equity Act.
6. 2009-2010 Lease Agreement with Cedardale Development Corporation: The SWCD can no longer sub-lease from NRCS, therefore a lease agreement has been drafted with Cedardale Development Corporation. The agreement is for 432 square feet in the amount of \$7,430.40. Discussion. Motion was made by Wolfe, seconded by Hansen to allow Ihlenfeld to sign agreement later this month if the landlord is in agreement. Motion carried by voice vote.
7. 2009 Annual Employee Review: The 2009 Annual Employee Review will be completed by the personnel committee (Wolfe and Hansen) sometime before the next board meeting.
8. 2009 MASWCD Annual Convention – auction items: Motion was made by Hansen, seconded by Klecker to approve up to \$50 for the cost of auction items. Approved by voice vote.
9. December Board Meeting Date: Discussion. Due to conflicts the next board meeting will be Thursday, December 17, 2009 at 7:00 p.m.
10. Other: none.

Agency Reports:

- ▲ Frank reported that he was helping with the CSP in the Goodhue Conservation Office (NRCS) for a week. In 2010 the NRCS will be celebrating their 75th anniversary.
- ▲ Commissioner Kubicek reported that the 26th Street project will be done by November 25th. Next summer there will be work done on 39th Ave.

Motion made at 9:17 to adjourn the meeting by Klecker, seconded by Hansen. Motion was carried.

Respectfully Submitted By:



Sue Condon, District Admin. Sec.