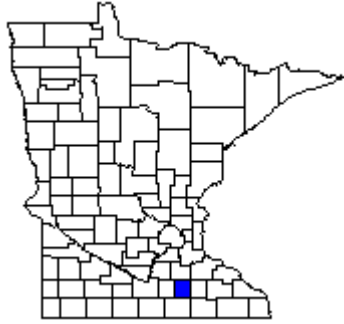


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**MINNESOTA  
 SOIL and WATER CONSERVATION DISTRICTS**

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 7:00 p.m. on Wednesday, December 15, 2010 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, Chrmn	Dan Arndt, Manager	Jim Smith, NRCS	
James Klecker, Vice-Chrmn	Eric Gulbransen, SWCD	Noel Frank, NRCS DC	
Dan Hansen, Secretary	Sue Condon, SWCD		
Dave Melby, Reporter			
Kyle Wolfe, Treasurer			

The December agenda was reviewed and stays as it stands.

The November minutes were sent to the Supervisors prior to the meeting. Hansen stated the date for this month’s meeting was December 10<sup>th</sup> it should have been December 15<sup>th</sup>. Motion was made by Klecker, seconded by Wolfe to approve the minutes with the correction of dates in new business #9. Motion was carried by voice vote.

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

Bills: (see attached.) Motion was made by Melby, seconded by Hansen to approve paying the bills. Motion was carried by voice vote.

**OLD BUSINESS:**

1. Drainage Forum, November 23<sup>rd</sup>, Cabela’s: Arndt and Gulbransen attended the training forum. Both stated it was a good session and well attended. They reported on presentations including: tile discharge monitoring, stream flood research, changing weather patterns, and bioreactors.
2. MASWCD State Convention, Dec. 6<sup>th</sup>-7<sup>th</sup>, St. Paul: Ihlenfeld and Klecker attended both days. Wolfe, Arndt, Condon and Gulbransen attended Dec. 7<sup>th</sup>. Brent and Margaret Reese were able to attend the Outstanding Conservation Farmer Award luncheon on Tuesday. Wolfe suggested that we look into placing signs recognizing Outstanding Farmers. Discussion followed. Klecker reported on attending a mini-session on utilizing volunteer help. Ihlenfeld reported on attending a session about prioritizing district programs. Condon reported on attending a meeting on marketing the district. Gulbransen reported on attending the session about birds. Arndt reported on attending a session about job approval authority for District employees. The NRCS Ag-Learn Program offers several training options.

3. Other: Ihlenfeld reported on attending an RC & D meeting at Iron Wood Springs Camp outside of Stewartville, Nov. 29<sup>th</sup>. Ihlenfeld was appointed to the RC & D Planning Committee for the Hiawatha RC & D.

There will be a meeting of the Cannon River Watershed Partnership on Dec. 16<sup>th</sup> at the Roosevelt School from 7-9 p.m. The meeting will deal with the Straight River TMDL. Melby and Gulbransen plan on attending. Discussion followed.

**NEW BUSINESS:**

1. State cost-share contracts:
  - a. Gulbransen presented the 1-09(FC) contract for David Worke, Stream bank Stabilization project for final payment of \$40,000. Pete Fryer, JPB engineer designed this project. Technical and administrative funding for this project is \$10,000, which will be divided between the SWCD and the JPB. Moved by Klecker, seconded by Wolfe to approve Ihlenfeld to sign for the payment. Motion carried
  - b. 08 Flood Control cost share close out: Motion was made by Klecker, seconded by Hansen to approve that Wolfe sign the close out documents. Motion carried.
  - c. 08 state cost share close out: Motion was made by Melby, seconded by Klecker to approve that Wolfe sign the close out documents. Motion carried.
  - d. 09 Regular cost share close out: Gulbransen stated that slippage in the amount of \$440.70 was returned to BWSR. Motion was made by Hansen, seconded by Klecker to approve that Wolfe sign the close out papers. Motion carried.
2. 2010 BWSR Flood Relief Grant Agreement, \$50,000: Discussion. Motion was made by Klecker to accept the grant for flood relief and to approve that Ihlenfeld sign the agreement. Motion carried.
3. FYI: MCIT Dividend Payment has been received. Workman's Comp. = \$533 and Property and Casualty = \$1,975.  
Meeting was closed for discussion of review.
4. Annual Employee Review: Personnel committee met with staff this afternoon to complete the 2010 employee reviews, and 2011 insurance proposal. See attached agenda. Hansen and Melby reviewed with supervisors the results of meeting. Discussion. Motion was made by Wolfe, seconded by Klecker for the following: There will be no cost-of-living pay raise this year. Wages are frozen for 2011. The Board approved the BCBS health insurance, the BCBS dental insurance plan, and the USABLE life and disability insurance. Motion was carried.  
Meeting was re-opened. Review of results of annual employee review.
5. Other: none.

Agency Reports: Frank report that there will be a RIM/WRP sign-up sometime in January. The 08 RIM/WRP easements are funded, but are at the state NRCS where the titles are being reviewed.

Staff Reports: Arndt reported on receiving notice of the possibility of a BWSR Clean Water Grant of \$30,000 for repair of a gully on J.D. #2. The project request originated through the Co. Highway Dept. We are in need of engineering from the JPB engineer for the project. Gulbransen stated that he has been working on windbreak plans. Condon reported that she is getting ready for year end. We now have a NRCS color copier, scanner, etc. that will be hooked up to all our computers. Don Blouin, NRCS State Conservationist facilitated the acquisition of the copier. The supervisors suggested sending a letter of appreciation to Don.

Motion was made to adjourn by Klecker, seconded by Hansen at 8:50 p.m. Motion carried.  
Meeting was adjourned.

Respectfully Submitted By:

Sue Condon, District Administrative Secretary