



STEELE COUNTY

Soil and Water Conservation District

235 Cedardale Drive SE
Owatonna MN 55060
507-451-6730 Ext. 3
www.steeleswcd.org

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Dan Hansen at 5:00 PM on Tuesday September 8, 2020 at the SWCD office located at 235 Cedardale Drive SE, Owatonna.

| <u>SWCD Supervisors Present:</u> | <u>SWCD Staff Present:</u> | <u>Others Present:</u> | <u>Absent:</u> |
|--|-----------------------------------|---|-----------------------|
| Mark Ihlenfeld, Reporter | Adam Arndt | Dave Copeland, BWSR (attended by phone) | Adrienne Gransee |
| Dan Hansen, Chairman | Eric Gulbransen | | |
| Jim Klecker, Secretary | | | |
| Kyle Wolfe, Vice-Chair (attended by phone) | | | |
| Dave Melby, Treasurer | | | |
| | | | |

The September agenda was reviewed, no changes were made.

The August minutes were distributed to the Supervisors prior to the meeting. Motion was made by Ihlenfeld, seconded by Klecker, to approve the minutes. Motion was carried by voice vote.

The August Treasurer's Report was read by Melby. Motion was made by Wolfe, seconded by Ihlenfeld, to approve the July Treasurer's Report. Motion was carried by roll call vote.

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

OLD BUSINESS:

1. Other – The Board brought up that they would like to begin actively addressing the points that are laid out in the strategic plan that was put together for the District. It was requested that the mission statement be addressed at the October board meeting.

NEW BUSINESS:

1. FY17 Local Capacity Grant Financial – Eric Gulbransen presented the financial report for the FY17 local capacity grant. The signed financial report is being requested because the grant audit has been completed. Motion was made by Melby, seconded by Klecker, to sign and submit the financial report. Motion carried by voice vote.

NEW BUSINESS:

2. Tree Puller Rental Rate – Gulbransen requested Board feedback about what they thought a good rental rate would be for the tree puller. After discussion the rate of \$50/day was agreed upon. A motion was made by Ihlenfeld, seconded by Melby, to approve the agreed upon rate of \$50 per day. Motion carried by voice vote.
3. New Monitors - \$120 each – Both Eric Gulbransen and Adam Arndt are in need of replacement monitors. After doing some research it was decided that 24” LED monitors would be best suited for what they need. The Board instructed staff to order the monitors as needed.
4. MCIT 2021 Estimated Contribution – Eric Gulbransen presented the estimated contribution amounts. Listed below, for the Board’s reference.
 - Property/Casualty - \$3,060
 - Workers Comp - \$2,838
5. Internet Option – The internet service that the District laptop is using has become less reliable than desired. There are 2 options available, both were presented to the Board. It was the recommendation of the Board to contact the current provider and see if they can upgrade the service at the current rate. Staff will provide an update to the Board at the October meeting.
6. Computer Replacement – Adam Arndt’s computer has been having some major issues. It is possible that it will need to be replaced if it cannot be repaired. The Board agreed that a budget of \$1,500 was a reasonable replacement cost. Motion was made by Wolfe, seconded by Klecker, to authorize spending up to \$1,500 if the computer needs to be replaced. Motion carried by voice vote.

Motion to Adjourn: Motion was made by Klecker, seconded by Wolfe, to adjourn the meeting. Motion carried by voice vote.

Respectfully Submitted by,



Adrienne Gransee,
Administrative Assistant

September Bills

| | | | | |
|---------------------------------|--|------------------------|-----------------|-------------------|
| Cedardale Dev. Co | | September Rent | | \$716.40 |
| Jaguar | | Internet | | \$54.95 |
| MCIT | | Auto Audit | | \$452.57 |
| Olmsted SWCD | | Seed Packets | | \$237.03 |
| North American Title Co. | | Recording Fees | | \$842.00 |
| Elan | | Cell Phone | \$88.63 | |
| | | Vehicle | \$134.36 | |
| | | Postage | \$29.00 | |
| | | Office Supplies | \$39.28 | |
| | | Gas | \$112.16 | \$403.43 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | \$2,706.38 |