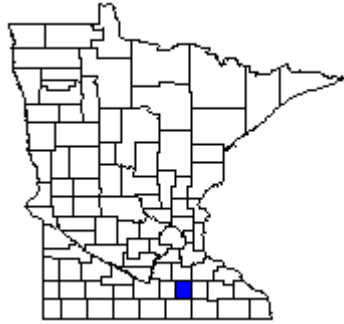


STEELE SOIL AND WATER CONSERVATION DISTRICT

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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 Dan Hansen at 7:00 p.m. on Wednesday, November 14, 2012 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>
Dan Hansen, Chrmn.	Dan Arndt	Jim Smith, NRCS	
Mark Ihlenfeld, Treasurer	Sue Condon	Bruce Kubicek, Commissioner	
Kyle Wolfe, Vice-Chrmn.	Eric Gulbransen	Noel Frank, NRCS DC	
Dave Melby, Secretary			
James Klecker, Reporter			

The November agenda was reviewed and approved.

The October minutes were mailed to the Supervisors to be reviewed. Motion was made by Ihlenfeld, seconded by Melby to approve the minutes as written. Motion was carried by voice vote.

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

Bills: (see attached.) Motion was made by Wolfe, seconded by Klecker to approve paying the bills as listed. Motion was carried by voice vote.

OLD BUSINESS:

1. County Budget Meeting, Oct. 12th: Arndt, Ihlenfeld, Melby and Wolfe attended the meeting. The District presented a balanced budget for 2013 to the Commissioners. The District’s request from the County is \$128,524, a 7% increase from the 2012 allocation of \$119,715. The Commissioners will meet on November 27th to discuss the 2013 budget.
2. Other: None

NEW BUSINESS:

1. 2008 Buffer Grant Close-Out: Four project seedings were completed with this grant with the balance of funding for technical assistance and some slippage. We owe the state slippage of \$50.01. Discussion followed. Moved by Klecker, seconded by Melby to sign the close-out and return the slippage. Carried by voice vote.
2. 2010 Co-Operative Weed Management Grant Extension Request: Discussion. Moved by Ihlenfeld, seconded by Wolfe to request a one year extension. Carried by a voice vote.

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3. 2013 Tree Program: Gulbransen presented the program to the supervisors. He stated that 4 tree species were being dropped and he was planning on adding a Meyer Spruce transplant to the conifers. Also, he stated that the price of the conifer transplants would be going up from last year's price of \$1.50 to \$1.70. Moved by Ihlenfeld, seconded by Klecker to approve the 2013 tree program. Carried by a voice vote.
4. MCC Clean Water Fund Grant: Arndt reported that a Clean Water Fund grant through the MN Conservation Corp for maintenance and improvement of habitat is available. This grant would tie in with our weed management grant and our 2012 Resolution. Funding may be secured for controlled burns in the amount of \$20,000 to \$25,000. Motion was made by Wolfe, seconded by Melby to make an application for this grant. Carried by a voice vote.
5. 2012 Platbooks: Arndt reported that the County is in the process of printing a new plat book at the cost of \$20.34 and will be selling them at \$28.00/including tax. Arndt proposed purchasing 100 platbooks from the county at cost and in turn selling them for \$28.00. Discussion. Motion by Melby, seconded by Klecker to purchase the 100 platbooks at said price. J-C Press will be printing the books. Carried by voice vote.
6. 2011 Auditor Report: Condon reviewed the 2011 audit report with the Supervisors and pointed out that questions remain on the trial balance worksheet given Condon. Motion was made by Wolfe, seconded by Klecker to hold payment for the audit until questions are answered and the audit is clarified by Maiser. Carried by voice vote.
7. State MASWCD Convention, Dec. 2-4th: Arndt handed out the packets for the convention. The Outstanding Conservationists Eileen and Tim Thompson will be attending. Supervisors Ihlenfeld and Wolfe will be attending. Condon and Gulbransen will be attending.
8. New SWCD Website: Condon reported that the new web site is up and running. Discussion. Supervisors suggested sending Luke Winzenburg a letter, thanking him for his help in designing this site. He went far beyond what was required of him in the amount of time to get the project done.
9. Schedule 2012 Employee Review: Is scheduled for December 12th at 4:00 p.m. with supervisors Ihlenfeld and Wolfe.
10. Other: Arndt discussed with the supervisors the possibility of applying for an Apprentice through the MN Conservation Corp to work within the District from May thru August. The District would be mentoring this employee which is funded by MCC. Motion was made by Melby, seconded by Wolfe to apply for an MCC Apprentice.
Condon reported that the calendar is almost completed. She suggested that the prize money for the Districts photo contest be increase from \$25 to \$50. This change would be indicted in the 2013 calendar. Motion was made by Wolfe, seconded by Melby to approve this change. Carried by voice vote. Condon also reported the SE Area Envirothon will be May 8th at the Rice County Fairground's park.

Agency Reports: Commissioner Kubicek attended the CRWP meeting on November 12th. He reported that CRWP has been approved for a NFWF grant in the amount of \$80,000 for 2 years. This grant will be used to help promote the 2012 Farm Bill. Kubicek, also, reported going to an AMC meeting where the counties discussed proposed changes in the MN Drainage Law. Waseca and Steele County Commissioners will be meeting with MN DOT to discuss the turn back of Highway #14 on December 7th. Frank, DC NRCS stated that the FSA is reviewing bids for the new office space. He also stated that we would have an Area Engineering Tech stationed here in Owatonna. Because of the additional staff stationed here, Frank has proposed more space for the NRCS. Frank reported that he has recently assumed the DC position in Waseca County. There are many 1026's being brought in and they are being sent to the wetland team. Smith reported doing many EQIP payments and helping the NRCS Rice County Field Office.

Staff Reports: Gulbransen reported working on projects. Arndt reported activity in wetland encroachment. Motion was made by Klecker, seconded by Wolfe to adjourn the meeting. Motion carried.

Submitted by Sue Condon, District Admin. Sec.