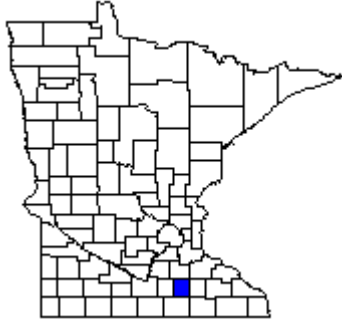


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**MINNESOTA
 SOIL and WATER CONSERVATION DISTRICTS**

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, September 12, 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	Eric Gulbransen	Bruce Kubicek, Commissioner	
Kyle Wolfe, Vice-Chrmn.	Sue Condon		
Dave Melby, Secretary			
James Klecker, Reporter			

The September agenda was reviewed and approved.

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

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

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

OLD BUSINESS:

1. 2012 Fair Booth: Condon presented the fair tree winners to the supervisors. They will be sent a notice and will be given a free potted conifer tree next spring during tree delivery.
2. SE-MASWCD Supervisor/Employee meeting was held at Cabela’s on September 12th: Ihlenfeld, Arndt, Gulbransen and Condon attended. Ihlenfeld reported in detail the topics discussed.
3. Steele Co. SWCD Comprehensive Plan: this plan discussed last month and passed also requires a resolution, which was presented and was signed by Chairman Hansen.
4. CRWP Meeting, September 10th: Kubicek and Wolfe attended the meeting. This was their last meeting for the fiscal year. There will be a river Clean-up Day on September 15th starting at Morehouse Park in Owatonna.

Commissioner Kubicek enters meeting.

NEW BUSINESS:

1. State Cost Share Actions: Gulbransen presented the following. To encumber \$3,000 for project 15(10)FC contract to R. Bakken for 3 water sediment basins. Motion was made by Melby, seconded by Wolfe to approve the encumbrances. Carried by voice vote. An amendment of \$514.16 for 6(10)FC contract for D. Ringhoffer. Motion was made by Wolfe, seconded by Klecker to adjust the original amount. Carried by voice vote. Motion was made by Ihlenfeld, seconded by Klecker to pay the following contracts: 4(10)FC J. Burns in the amount of \$11,325 and 6(10)FC D. Ringhoffer in the amount of \$2,014.16. Carried by voice vote.
2. Bank safekeeping Agent Change: Arndt reviewed the United Prairie Bank request for a change in pledges from different banks for any amount over \$100,000. He also reviewed the bank's new custodial agreement and release of the old custodial agreements. Moved by Klecker, seconded by Wolfe to approve the changes and sign the documents.
3. Arndt and Condon present the new 2013 Proposed Budget. Discussion followed. Motion was made to approve the budget to be sent on to the Commissioners by Ihlenfeld, seconded by Klecker. Motion was carried by voice vote.
4. BWSR 2012 Academy will be held at Cragan's Oct. 29th to Oct. 31st. Discussion followed. Moved by Wolfe, seconded by Ihlenfeld to approve the expenses for any of the staff to attend this intense training. Carried by voice vote.

Agency Reports:

Commissioner Kubicek stated the County has gone over their preliminary 2013 Budget. He also mentioned that the turn back of Highway #14 from the state to the county is being negotiated.

Smith reported that one of the NRCS trucks was stolen the night of August 20th. NRCS filed a police report but have not heard anything about the truck. He reported that approximately 100 CRP contract have either been renewed or are new contracts, but we are still losing CRP. There will be a new EQIP sign-up sometime in November or December.

Staff Reports:

Gulbransen stated that the easement spraying is still on-going. He also attended a hydric soil training event.

Condon reported that she will shortly be starting the 2013 District Calendar. She has been busy with budgets and looking into the problem with Quickbooks. She reminded the Supervisors that NRCS will not allow the Districts Quickbooks bookkeeping program to be on their server as of Oct. 31st.

Motion was made by Klecker, seconded by Wolfe to adjourn the meeting. Motion carried the meeting was adjourned at 9:05 P.M.

The minutes are respectfully submitted by Sue Condon, District Admin. Sec.