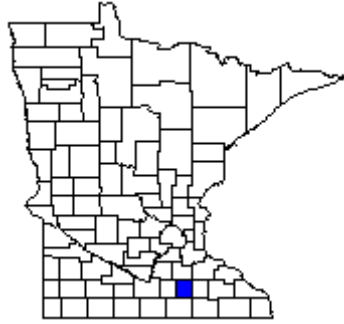


STEELE SOIL AND WATER CONSERVATION DISTRICT

235 Cedardale Drive SE
Owatonna, Minnesota 55060-4417
Telephone (507) 451-6730 Ext. 3
Fax (507) 444-2421



**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 Kyle Wolfe at 7:00 p.m. on Wednesday December 10, 2014 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>
Dave Melby, Vice-Chrmn	Dan Arndt	Bruce Kubicek, County Commissioner	James Smith, NRCS
Mark Ihlenfeld, Secretary	Adrienne Justman		Noel Frank, NRCS
James Klecker, Treasurer	Eric Gulbransen		
Dan Hansen, Reporter			
Kyle Wolfe, Chairman			

The December agenda was reviewed with no additions.

The November minutes were distributed to the Supervisors prior to the meeting. There were no revisions required. Motion was made by Hansen, seconded by Klecker, to approve the minutes. Motion was carried by voice vote.

The November Treasurer’s Report was read by James Klecker. Motion was made by Melby, seconded by Ihlenfeld to approve the November Treasurer’s Report. Motion was carried by voice vote.

Bills: (See attached) Motion was made by Klecker, seconded by Hanson to approve paying the bills as written. Motion was carried by voice vote.

OLD BUSINESS

- MASWCD Convention December 7-9: James Klecker and Mark Ihlenfeld attended the annual convention. They attended a variety of informational presentations as well as the group discussion on the resolutions that were presented earlier this year. The resolution presented by Steele County SWCD was passed. Eric Gulbransen, Kyle Wolfe and Rodney Langer attended the Conservation Farmer award dinner on Tuesday, December 9.
- RC&D Meeting: Mark Ihlenfeld attended the RC&D meeting on November 24. They passed a policy that will now allow them to charge a fee for administrative work that is done. It was also decided that dues would be raised for 2015.

NEW BUSINESS:

1. 2013 Audit Status: Adrienne reported on the 2013 audit status. It has been completed and was submitted to the State on December 10. The invoice for the audit has been received but payment is being held until we receive confirmation from the State that all is in order. The Board agreed that this was an appropriate way to handle the situation.
2. MCIT Dividend: The following MCIT yearly dividend was received by the SWCD
Workmans Compensation - \$607
Property and Casualty - \$1,070
3. Personnel Committee Meeting: The Personnel Committee met with the Board and made recommendations for pay scale increases and raises based on the employee reviews and the work that was done over the last year. The Board, based on the recommendation of the committee, decided to grant a 5% increase to the pay scale. It was also decided to move Adrienne up to step 7 on the scale once she reaches her 1 year employment anniversary in February 2015.
4. Waseca Services Agreement: The final agreement was presented to the Board. The effective date of January 1, 2015, maximum monthly hours and the duties of each person were discussed. The billing rates for 2015 will include the increases that the Board had passed. Dave Melby moved to approve and sign the contract; it was seconded by James Klecker and carried by voice vote.
5. MASWCD Legislative Briefing and Day at the Capitol, January 26-27: The announcement of the dates for the Day at the Capitol were presented to the Board, and it was requested that they approve the cost of reserving hotel rooms and registration for this event. Motion was made by Hanson and seconded by Klecker to approve these expenses. Motion carried by voice vote.
6. Other: Truck Fund: Dave Melby presented the idea of beginning to make a monthly contribution to the funds reserved for the purchase of a new District truck. All present agreed that this was something that should be done. There was discussion about what amount should be deposited monthly. It was decided to investigate what a new truck was likely to cost and a goal date for the purchase. There will be more discussion about the amount of the deposit at the next Board meeting when this information is available.

Agency Reports:

Bruce Kubicek reported that the rates for MCIT will be reduced for 2015. He also stated that there will be a public hearing on December 16 at 7:15 to discuss a sales tax increase. The funds generated by that increase would be used to fund road projects.

Staff Reports:

Arndt reported on a windbreak that that he has been working on with a local landowner. This windbreak could be used as an opportunity to have a student tree planting event in 2015. He also inquired if there was interest in having a Christmas dinner event with SWCD, NRCS, and FSA.

Eric stated that the easement maintenance that he had been working on was now complete. He used some new techniques on this easement and was pleased with how they went. He inquired if there was any plan for the use of the Aquatic invasive species money that the county received. He also confirmed with Bruce that these funds were supposed to be used to educate the public about Aquatic invasive species.

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

Respectfully Submitted by,

Adrienne Justman,
Administrative Assistant

December Bills

Cedardale Dev.	Garage Rent 2015		\$1,200.00
	December Rent		\$619.20
Dan Arndt	60 miles @ .56		\$33.60
Elan	Gas	175.73	
	Field Supplies	671.22	
	Todd Stencil Election Ad	64.00	\$910.95
Jaguar	Internet		\$39.95
			\$2,803.70