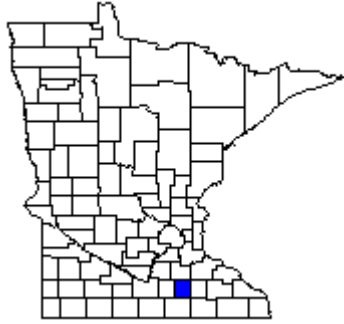


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**MINNESOTA
 SOIL and WATER CONSERVATION DISTRICTS**

The regular monthly meeting of the Steele County Soil and Water Conservation District Board of Supervisors was called to order by Chairman Dave Melby at 7:00 p.m. on Wednesday May 13, 2015 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, Chairman	Dan Arndt	John Glenn, Steele County Commissioner	Noel Frank, NRCS
Mark Ihlenfeld, Vice Chair	Adrienne Justman		James Smith, NRCS
James Klecker, Secretary	Eric Gulbransen		
Dan Hansen, Treasurer			
Kyle Wolfe, Reporter			

Dave Melby welcomed John Glenn to the meeting.

The May agenda was reviewed with no additions.

The April minutes were distributed to the Supervisors prior to the meeting. Motion was made by Klecker, seconded by Hansen, to approve the minutes as written. Motion was carried by voice vote.

The April Treasurer’s Report was read by Dan Hansen. Motion was made by Wolfe, seconded by Ihlenfeld, to approve the April Treasurer’s Report. Motion was carried by voice vote.

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

OLD BUSINESS

1. Student Tree Planting Day – May 5 – Arndt reported on the tree planting day held for the Owatonna Public school 6th grade students at the Mayo Health Care windbreak site. There were approximately 360 students who planted 425 trees. Three of the board supervisors came out to assist. There was a nice article printed in the Owatonna People’s Press on Wednesday May 6.
2. SE Envirothon – May 6 – The Area 7 Envirothon was held at Farmer’s Park in Lewiston, Minnesota. Adrienne Justman attended. There were 11 teams that participated from 5 different schools. Medford Team 1 took first place; followed by Rushford/Peterson and Goodhue – Silver. These three teams will compete in the state competition on May 18 in Cloquet, Minnesota. There was discussion about the donation that the SWCD made last time Medford went to the state competition. Motion was made by Klecker, seconded by Hansen, to approve a \$200 donation to assist with expenses related to taking a team to the state competition. Motion carried by voice vote.

OLD BUSINESS (Cont.)

3. CRWP 25th Anniversary meeting – May 7 – Kyle Wolfe attended this meeting. There was discussion about the successes that they have had in the past as well as how they can continue into the future. There was also talk about beginning to look for a new director.
4. SE MASWCD Executive Board Meeting – Mark Ihlenfeld attended this meeting and reported. They set the date, June 17, for the Resolution meeting. They are working on scheduling Senator Dan Sparks to be a speaker for this meeting.

NEW BUSINESS:

1. Fair Booth Theme, Rental Agreement – Arndt presented the 2015 Fair booth rental agreement. The cost is \$115 to rent the booth for the week of the fair. There was discussion about the tree give-away. It was decided to continue that as it was last year; each day 2 winners will be drawn and each winner will receive one potted evergreen to be picked up in the spring of 2016. There was discussion about possible themes. Pollinators was the one that was the most in favor. There was discussion about if it would be possible to get a honey bee display for the week of the fair. Motion was made by Klecker, seconded by Wolfe, to approve the cost of the fair booth rental. Motion carried by voice vote.
2. Soil Health Field Day – May 30 – Arndt presented the flyer for the Soil Health Field day being held in Clarks Grove on May 30. The Freeborn Co. Soil Health Team organized this event.
3. SE MASWCD Resolutions Meeting – June 17 – Arndt requested that if the Board has any suggestions for resolutions that they get the suggestion into the office no later than the June board meeting. That will allow any resolutions to be completed by the June 17 meeting date.
4. Personnel Committee Meeting – May 13 – The Personnel Committee met on May 13 to discuss Dan Arndt's retirement and plans for hiring new staff. A meeting was scheduled for May 19 between Eric Gulbransen and the Personnel Committee.

Agency Reports:

John Glenn reported that plans for the new Public works building are moving forward. As of now there is no plan for the old building. He also reported that the county is beginning work on the 2016 budget.

Staff Reports:

Adrienne Justman stated that her time has spent assisting with tree pick-up and student planting day, as well as preparing for and attending the Envirothon.

Eric Gulbransen has reported that all trees have been sold and picked up for the year. Besides working on the tree program Gulbransen has done a few site visits with landowners in the last month.

Staff Reports:

Dan Arndt reported on the WCA applications that he has been working on. He reported that Hospice is working on a plan to put native prairie grasses and flowers around the newly completed windbreak. He distributed the MPCA water quality report to the supervisors. Arndt also announced his intent to retire at the end of August.

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

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Adrienne Justman". The signature is written in black ink and is positioned below the text "Respectfully Submitted by,".

Adrienne Justman,
Administrative Assistant

May Bills

Cedardale Dev. Co.	May Rent			\$619.20
Jaguar	Internet			\$39.95
H.S.A	May Employer Contribution			\$331.26
Rice SWCD	Suagr Maples			\$74.00
DeWitt	Tree Matting			\$790.04
Bret Hanson	Reimbursement for Tire Repair			\$93.39
Elan	Truck		\$81.72	
	Gas		\$199.51	
	Tree Fertilizer		\$353.12	
	Field Supplies		\$14.15	
	Soil Stewardship Materials		\$433.03	
	Tree Matting Staples		\$775.95	
	Office Supplies		\$55.27	
	Tree Day Food		\$40.92	\$1,953.67
Ken Brandvold	26 Hours @ \$15/hour			\$390.00
Al Gulbransen	7 Hours @ \$15/hour			\$105.00
Adrienne Justman	Mileage 103.6 @ .575			\$59.57
Dan Arndt	Mileage 140 @ .575			\$80.50
Jean Hensrud	Tree Refund			\$112.11
Brian Bakalyar	Tree Refund			\$288.56
Dale Spindler	Wagon Rental			\$100.00
Wolcyn Tree Farm	2015 Trees			\$27,280.75
Schumacher's	2015 Trees			\$3,872.50
			TOTAL	\$36,190.50