



# Chisago Soil & Water Conservation District

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**April 14, 2009**

## **REGULAR BOARD MEETING MINUTES**

The April Board meeting of the Chisago Soil & Water Conservation District was convened in the AG Service Center, North Branch, MN on April 14, 2009. SWCD Chair Jim Birkholz called the meeting to order at 8:00 a.m.

### **ATTENDANCE**

Board Members Present: Jim Birkholz, Roland Cleveland, Mary Ann Jay, Craig Mold and Justin Wilson.

Board Members Absent: None

Staff present: Craig Mell, Susan Humble, and Deb Hermel (NRCS).

Other: Dana Raines, Onanegozie Resource Conservation and Development (RC&D)

### **AGENDA**

Motion by Cleveland and seconded by Jay to approve the agenda as printed. Motion carried.

### **CONSENT AGENDA**

Motion by Jay and seconded by Cleveland to approve the Consent Agenda as presented.

Motion carried.

### **CORRESPONDENCE**

The Board reviewed recently received correspondence.

A letter was received from the Natural Resource Conservation Service regarding web site hosting. NRCS is going to require all Districts who wish to remain hosted through the NRCS to comply with a standardized NRCS format. The District Board discussed the need for the SWCD to maintain a website that is unique to the Chisago SWCD.

Motion by Mold and seconded by Jay to send a letter to the NRCS thanking them for the years of web site hosting they have provided at no cost, and to move forward in switching our web site host that will allow the District to develop and maintain a web site unique to the Chisago SWCD. Motion carried.

### **ONANEGOZIE RC&D**

Dana Raines, Onanegozie RC&D presented the RC&D's 2008 Annual Report and 2009 Annual Plan of Work.

### **COST SHARE PROGRAMS**

*Bringing Conservation to Chisago County*

Motion by Cleveland and seconded by Wilson to encumber FY08 state cost share funds to the following project:

Contract #	Name	Practice	Rate/NTE Amount	T&A/Amount
08-03	Rick Keller	612	75%/1,026.20	20%/\$256.55

and to designate Jason Rehn, District Resource Conservationist, as the technical representative for this project. This project is to begin no later than June 1, 2009 and to be completed no later than June 1, 2010.

Motion carried.

Discussion was had regarding the prioritization of State Cost Share Funds; no action was taken at this time. The District Board will continue discussions at the May 12, 2009 meeting.

## **STAFF REPORTS**

Deb Hermel distributed and reviewed a written report of the past months NRCS activities (see attached\*).

Craig Mell distributed and reviewed a written report of the past months SWCD activities (see attached\*).

Motion by Mold and seconded by Cleveland to approve paying registration and expenses for staff to attend the following trainings: Rehn - MN Shade Tree Short Course, Thiel - Protecting the St. Croix River Basin Conference, and Mell - BWSR WCA Training. Motion carried.

## **OLD BUSINESS**

No action taken.

## **NEW BUSINESS**

Discussion was had regarding changing the Districts designated work week from Sunday through Saturday to Saturday through Friday in an effort to reduce accumulation of staff compensatory time off. Motion by Cleveland and seconded by Wilson to amend Section III, Subpart F Hours of Work, to read as follows: "The workweek shall begin at 12:00 a.m. Saturday", subject to review by the District Personnel Committee at the end of 2009. Motion carried.

Motion by Cleveland and seconded by Jay to approve temporary help for the tree barn at a rate of \$11.00/hour for experienced help and \$10.50/hour for first year employees. Motion carried.

Motion by Jay and seconded by Cleveland to authorize the Districts Forestry Committee to meet during the week of April 26, 2009 through May 2, 2009 (tree week), as needed. Motion carried.

Motion by Jay and seconded by Mold to approve the District to solicit bids for the FY08 financial audit. Motion carried.

## **COMMITTEE REPORTS**

Brief committee reports were given.

## **UPCOMING BOARD MEETING**

The next regular Board meeting is scheduled for May 12, 2009 at 8:00 a.m. at the North Branch Ag Service Center.

**ADJOURNMENT**

Motion by Jay and seconded by Cleveland to adjourn the meeting at 10:15 a.m. Motion carried.

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Secretary

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Date

\*Attachments available at SWCD office.