



## MINUTES FROM THE DECEMBER 21, 2016 BOARD MEETING

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The regular monthly board meeting of the East Otter Tail Soil and Water Conservation District was held on Wednesday, December 21, 2016 at 7:30 a.m. at the USDA Service Center Conference Room at 801 Jenny Ave S.W., Perham, MN.

*The meeting was called to order by Chairperson Lyle Dittmann at 7:32 a.m.*

**Members Present:**

Chairperson: Lyle Dittmann  
Vice Chairperson: Steve Inwards  
Treasurer: Dennis Reynolds  
Secretary: Terry Greenwaldt  
Public Relations: Marion Gill

**Others Present:**

County Commissioner: Doug Huebsch  
District Manager: Darren Newville  
Asst Manager: Anne Oldakowski  
Administrative Secretary: Chantal Tougas

### Agenda

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Motion made by Marion Gill, seconded by Terry Greenwaldt to adopt the Agenda. Opposed: None, motion carried.

**Approve Board meeting Minutes:** Motion made by Dennis Reynolds, seconded by Marion Gill to approve the previous month Board Meeting Minutes as presented with one change. Move Cost Share 14-CSW-2015 from 2015 grant funds to 2016. Opposed: None, motion carried.

**Treasurer's Report:** Motion made by Marion Gill, seconded by Dennis Reynolds to approve the Treasurer's Report as presented. Opposed: none, motion carried.

**Bills Paid & Bills Payable:** Motion made by Steve Inwards, seconded by Marion Gill to approve the Bills Paid and Bills Payable as presented. Note: in the future please provide aging for Accounts Receivable. Opposed: None, motion carried.



## Cost Share

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### STATE COST SHARE

**15-CSW-2015;** James Keskitalo, Deer Creek Township, Section 18, is requesting Cost Share Payment for two Well Sealing's. The total amount requested is \$500.00, which is 50% of the cost estimate of \$1,000.00. Motion made by Dennis Reynolds, seconded by Terry Greenwaldt. Opposed: none, motion carried.

## Agenda continued . . .

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**District Manager's Report:** See attached report as written by Darren Newville.

**District Conservationist's Report:** Not present

### **County Commissioner Report:**

- ◆ MARL – Very happy that Darren is participating in the MARL program.
- ◆ Wetland Credits – 1 Credit = 1 Acre. There are 127 credits left in the State for road mitigation, none of these credits are in Otter Tail County. BWSR presented this information to the County. We need to get ideas here locally.
- ◆ MPCA – There was a hearing regarding the Fergus Falls landfill. MPCA is running behind 2-3 years on permitting.

## Old Business

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**Department of Ag Update:** We received the executed contract for the AWQCP to receive \$175k to pay for wages, etc.

### **TSA Update:**

- ◆ The changes to the bylaws of the JP Board that were well received by everyone are now not being supported by Mahnommen.
- ◆ Darren has been invited to participate in on a Statewide Committee. He will be suggesting small areas as it has become hard to meet a quorum. Currently there are 16 SWCD's in our TSA.

9:06 a.m. County Commissioner Doug Huebsch left the meeting



## New Business

### Meetings and Trainings:

- ◆ Ag Inspector Training – February 7-8, 2017 – Brittney & Liz. Motion made by Steve Inwards, seconded by Terry Greenwaldt to approve this meeting and the hotel stay. Opposed: none, motion carried.
- ◆ Board and Staff retreat. This has already been approved and is scheduled for February 23, 2017.

**Clean Water Fund Grants:** This was covered earlier. Will be working on work plans soon.

### Personnel Committee Report and Recommendations:

- ◆ Personnel Committee was called to order by Steve Inwards. A 2% Salary increase for 2017 for all staff was proposed. Motion made by Lyle Dittmann, seconded by Marion Gill. Opposed: none, motion carried.
- ◆ Motion made by Dennis Reynolds, seconded by Marion Gill to move Darren up 1 Step in pay grade. Opposed: none, motion carried.
- ◆ Motion made by Dennis Reynolds, seconded by Marion Gill to accept staff salary tables as presented. Opposed: none, motion carried.

**Public Comments:** None

**Adjourn:** 9:11 a.m.

Meetings and Training			
EOT SWCD Board Meeting	Perham	December 21	
Nitrogen Smart Training	Staples	January 4, 2017	
BWSR Grants Workshop	DL or Brainerd	Jan 5 or 9 <sup>th</sup>	
Adaptive Ag	Parkers	January 10, 2017	
Adaptive Ag	Perham	January 12, 2017	
Holiday – MLK	Holiday	January 16, 2017	All Staff
Ottertail Cohort		January 19, 2017	Darren & Ben
MnSTAC Board Meeting	St. Paul	January 19, 2017	Anne
SWCD Forestry Assoc Mtg	McGregor	January 19, 2017	Tom
Forest Health Workshop	Walker	January 31, 2017	Anne
Irrigation Clinic	Thumper Pond	February 2, 2017	
Staff Development Day		February 14, 2017	All Staff
Holiday – President’s Day	Holiday	February 20, 2017	All Staff

Terry Greenwaldt  
EOT Supervisor: Secretary