



## MINUTES FROM THE NOVEMBER 18, 2015 BOARD MEETING

---

The regular monthly board meeting of the East Otter Tail Soil and Water Conservation District was held on Wednesday, November 18, 2015 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 7:34 a.m.*

**Members Present:**

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

**Absent Members:**

Treasurer: Marion Gill

**Others Present:**

District Conservationist: Alan Lepp  
Soil Conservationist: Ryan Antholz  
District Manager: Darren Newville  
Administrative Secretary: Chantal Tougas

### Agenda

---

Motion made by Steve Inwards, seconded by Dennis Reynolds to accept the Agenda as presented.  
Opposed: None, motion carried.

**Approve Board meeting Minutes:** Motion made by Dennis Reynolds, seconded by Steve Inwards to approve the previous month Board Meeting Minutes as presented. Opposed: None, motion carried.

**Treasurer's Report:** Motion made by Terry Greenwaldt, seconded by Steve Inwards to approve the Treasurer's Report as presented. Opposed: none, motion carried.

**Bills Paid & Bills Payable:** Motion made by Steve Inwards, seconded by Terry Greenwaldt to approve the Bills Paid and Bills Payable as presented. Opposed: None, motion carried.



## Cost Share

---

### WATER PLAN COST SHARE

**7-WPCS-2015, Jan Aldrich;** Pine Lake Township, Section 7, is requesting cost share payment for a Well Sealing. The cost estimate was \$ 565.00, the final cost share payment is \$300.00. *Motion made by Steve Inwards, seconded by Dennis Reynolds to approve final payment for the above cost share. Opposed, none; motion carried.*

**8-WPCS-2015, Alan Linda;** Otto Township, Section 25, is requesting cost share payment for a Well Sealing. The cost estimate was \$ 565.00, the final cost share payment is \$300.00. *Motion made by Terry Greenwaldt, seconded by Dennis Reynolds to approve final payment for the above cost share. Opposed, none; motion carried.*

**9-WPCS-2015, Michael Swenson;** Newton Township, Section 3, is requesting cost share payment for two Well Sealing. The cost estimate was \$ 1,030.00, the final cost share payment is \$600.00. *Motion made by Steve Inwards, seconded by Terry Greenwaldt to approve the final payment for the above cost share. Opposed, none; motion carried.*

**11-WPCS-2015, Randy Gowin;** Otter Tail Township, Section 4, is requesting cost share payment for a Well Sealing. The cost estimate was \$ 565.00, the final cost share payment is \$300.00. *Motion made by Terry Greenwaldt, seconded by Dennis Reynolds to approve the final payment for the above cost share. Opposed, none; motion carried.*

### STATE COST SHARE

**2-CSW-2015, Betty Lou Pederson;** Clitherall Township, Section 1, is requesting cost share payment for a Shoreline Buffer & Rain Garden project. The total cost of practice was \$ 18,355.00. The bulk of the payment is coming out of Community Partners Grant funds and the remaining \$ 63.38 to come out of State Cost Share. *Motion made by Steve Inwards, seconded by Terry Greenwaldt to approve the final payment out of State Cost Share for the above cost share. Opposed, none; motion carried.*

## Agenda continued . . .

---

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

**District Conservationist's Report:**

- There are many vacancies in NRCS across Minnesota. The hiring process is quite lengthy for these positions. There is a meeting today to try and come up with a plan to speed this process up.



- Currently have 40 EQIP applications
- We will be trying to get a jump start on CSP for 2016. There possibly will be a late winter sign up as there are 430 contracts to expire in September 2016.

**County Commissioner Report:** Not present

## Old Business

---

**Department of Ag Update:** See District Manager's report. The Ag Water Quality Contract has been signed. Also Nitrate Sampling has been completed.

**TSA Update:** See the attached letter.

## New Business

---

**Annual Convention** – MASWCD Annual Convention is December 6-8, 2015 in Bloomington, MN. At this time Lyle Dittmann, Marion Gill, Dennis Reynolds, Darren Newville, and Gabe Dretsch plan on attending.

**MDA Ag Water Quality Certification Joint Powers Agreement:**

Motion made by Dennis Reynolds, seconded by Marion Gill to authorize Darren Newville, District Manager, to sign the Joint Powers Agreement with MDA and act as the District Representative and to advertise and hire a an Area Certification Specialist to fulfill this agreement. Opposed: none, motion carried.

**Quickbooks:** Motion made by Steve Inwards, seconded by Dennis Reynolds to upgrade Quickbooks if we feel it is worth it after reviewing difference/new options. Opposed: none, motion carried.

**Auction Item:** Motion made by Lyle Dittmann, seconded by Steve Inwards for \$150.00 for auction items for live/silent auctions at the Annual Convention. Opposed: none, motion carried.

**Equipment:** Two quotes were reviewed by the board for a new Haybuster Drill. Motion made by Steve Inwards, seconded by Dennis Reynolds authorizing staff to order the new Haybuster from Titan Machinery. Opposed: none, motion carried.

**Building Renovations:** The contractor will be starting on the wall tomorrow. Parking is a continuing problem here. Several options are on the table at this point. There has been discussion of tearing off the over-hang on the south side of the building to create additional parking spaces for our employees. We will be looking in to this option by consulting a contractor and obtaining a quote.



# East Otter Tail

Soil & Water Conservation District

**Public Comments:** None

**Adjourn:** Meeting adjourned at 9:29 a.m.

**Next board meeting will be held at 7 a.m. on December 16, 2015**

UPCOMING MEETINGS AND TRAINING SESSIONS			
Training/Meetings	Location	Date	Attending
MASWCD Annual Convention	Bloomington	Dec 6-8, 2015	

Chantal Tougas  
Administrative Secretary

Dennis Reynolds  
Secretary