

# MORRISON SWCD BOARD MEETING

Thursday January 23, 2014

9:00 a.m.

## USDA County Offices

Present: Supervisors: Anez, Faber, Stangl, Brutscher, and Dahmen. Staff: Hanson, Ringwelski, and McLennan. Absent: Commissioner Don Meyer

8:00 a.m. Finance Committee Meeting – Tom and Marvin met with Helen and LeaAnn to develop a 2014 budget proposal.

9:00 a.m. Re-Organizational Meeting: Absent: Supervisor Faber.

1. Official Date, Time, and Location of Meetings: MSC by Dahmen/Stangl to keep as is, the fourth Thursday of the month, 9:00 a.m. meetings, at the USDA Office.
2. Per Diem & Mileage: MSC by Stangl/Dahmen to approve \$75 full board meetings, \$25 for committee meetings. Mileage will fluctuate with IRS allowable changes.
3. Official Newspaper: MSC by Brutscher/Stangl to approve Morrison Co. Record
4. Official Depositories: MSC by Brutscher/Dahmen to approve Bank of the West for checking account, all county banks and Stifel Nicholas for investment purposes.
5. Committee Assignments: Chm. Anez has decided to leave the assignments as is:  
Personnel Committee: Cindy and Bill  
Finance Committee: Marvin and Tom  
Water Plan Representative: Tom  
WCTSA Representative: Claude  
Little Rock Committee: Marvin
6. Annual Resolution Approving the Local Water Plan as the District's Annual Plan. MSC by Stangl/Brutscher to approve. On a roll call vote, all members voted aye.

Regular Meeting will commence. Bill Faber arrived at this time.

Secretary's Minutes: MSC by Brutscher/Stangl to approve as read.

Treasurer's Report: MSC by Dahmen/Faber to approve as presented.

Staff Reports: Josh reported that the State Conservationist Don Baloun will visit Morrison County on Friday from noon to 4 p.m. The CSP extension was approved to Feb. 7. There are 27 applications. The EQIP deadline is Feb. 21 and there are 29 applicants.

Alan reported on buffer plans being done and conservation plans for irrigators. He and the WCTSA are also working on solutions for storage for Bob Gruber.

Helen shared that she had been working on the insurance changes, LSOHC reporting as well as other year end reports. Also, she's helping Amy with some ordinance language on solar facilities, and on a contractor workshop. She had presented during a nationwide webinar on Jan 22 for how this state deals with ACUB easements. There are now 63 military bases with ACUB funding.

#### Old Business:

1. ACUB Update: Nearly 2/3 of the 2013 funding has been obligated. Over 22 applications have been sent to BWSR but none of the agreements had been sent back yet. Things at the BWSR office have really slowed down, including no grant agreement forwarded to get Morrison any funding from 2012 funds nor 2013 workload. Luke Anderson a new hire for BWSR is coming next week with the amendments on the existing contracts, and it's hopeful he will be taking over as the easement specialist for ACUB.
2. TEP Report: The County Highway Dept. had attended the TEP to propose some road changes for straightening out curves and also a new extension of a road between Little Falls and the airport. Also Ben Novak will be requesting to fill wetland for his storage facility.
3. Golden Plump Meeting – Alan and Helen attended the meeting. The company is stressing that their growers have full nutrient management plans, stacking slabs for manure storage, and compost facilities for dead birds. This could be a big demand for EQIP funds.
4. Insurance Discussion: The situation is possibly under control but was very time consuming and the demand to get everyone under group plans proved impossible.

#### New Business:

1. Envirothon Contribution: Area 2 \$150.00: MSC by Stangl/Dahmen to approve.
2. Finance Committee Budget Recommendation: MSC by Stangl/Faber to approve the proposed budget.
3. Grant Agreements / Contracts Signature Approval: MSC by Brutscher/Stangl to delegate signing authority to Helen McLennan, District Manager for the grant agreements and state cost share.
4. Minimum Fund Balance Approval: The minimum Fund Balance for FY2014 will be 3 months of Operating Expenditures. (ie: Operating Exp. for FY2014, divided by 12, times 3 months) MSC to approve by Dahmen/Brutscher.
5. Capital Assets Policy of Threshold Approval: In the FY2014 Capital Assets Policy Report, \$500.00 and above will remain the level of threshold documented, for depreciation, for all purchases by Morrison SWCD. MSC by Faber/Brutscher to approve.
6. LSOHC Amendment Approval of additional parcels had been granted.
7. Little Rock Projects Approvals: MSC by Stangl/Dahmen to approve the contracts and forward onto Benton SWCD for funding.
  - a. David Lanners Terrace Repair \$18,045
  - b. Alan Lanners Water/Sediment Control Basins \$17,883.38

8. Groundwater Studies and Legislative Direction: Alan, Helen, Crystal Payment and Greg Ostrowski from Todd SWCD will meet to discuss a public outreach on the irrigation permitting changes and timeline.
9. MASWCD Legislative Briefing & Day at the Capitol Registration: Bill Faber will likely attend this session.
10. Vacation Leave Request: Helen March 18<sup>th</sup> – 26<sup>th</sup> MSC by Brutscher/Dahmen to approve.

Information Only:

1. One Watershed/One Plan Planning Session at MPCA on January 28<sup>th</sup>
2. Irrigation Clinic – Sauk Rapids Government Center - Hosted by Little Rock Project
3. Contractor Training – April 3<sup>rd</sup>, Morrison County Government Center
  - Hosted by Morrison SWCD and Morrison County Planning and Zoning
  - (septic ordinance, WCA enforcement, rule changes, Army Corps jurisdiction)

**Meeting adjourned at 10:12 a.m.**



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**Claude Dahmen, Secretary**

# Morrison SWCD Board Meeting

Thursday, February 27, 2014

9:00 a.m.

## USDA County Offices

**Present:** Supervisors Dahmen, Stangl, Brutscher, and Faber. Commissioner Don Meyer.

**Staff:** Ringwelski, McLennan, and Hanson. **Absent:** Supervisor Anez.

**Secretary's Minutes:** MSC by Brutscher/Dahmen to approve as read.

**Treasurer's Report:** MSC by Dahmen/Brutscher to approve as presented.

**Staff Reports:** Josh shared how the contract language reads for the CSP Program and EQIP in case the board gets any questions for friends and neighbors. CSP landowners have 60 days to report to NRCS if they have lost control of land they enrolled. There will be no acceptable excuses. If the contract is terminated, there will be a 10% liquidated damages charged in addition to the repayment of overdue payments.

Breaking new land is ineligible for benefits. Projects must be completed prior to payment. There will not be any partial payments. The first practice must be completed within 12 months. Compliance must be met by contract completion dates.

Alan said the public perception is confusing as to which office does what. Generally with all the radio spots and newspaper articles etc., people don't know the difference between DNR, SWCD, NRCS, and FSA. He has been writing conservation plans for irrigation permits. An environmental review had been done for ~~Rob~~ <sup>Pete</sup> Kasella and one will be required for Kurt Banach.

He and Helen attended a really well done drainage workshop in Milaca where presenter Brad Carlson of U of M gave some interesting research findings on phosphorus loads, nitrogen, drainage design and benefits and pitfalls of some drainage conflicts, etc.

Helen shared the points made by Deb Swackhammer of the U of M, Water Resources Institution on water sustainability. The entire presentation is available on the MASWCD

website and was extremely well presented. Much of the premise was that we are backwards on supplying more drinking water from groundwater when it would be better to come from surface waters. She emphasized the need to determine water balance and to manage withdrawals to maintain that balance. Her message was clear that agriculture must be looked at differently than in the past if we are to meet an ecological balance.

Commissioner Meyer shared that he would not be seeking re-election this fall. His wife's health and family were encouraging him to retire.

#### **OLD BUSINESS:**

1. **Gerry Maciej, Benton SWCD Manager – Little Rock Irrigation grant results and new funding.** Jerry shared the results of their grant funded irrigation management effort working with irrigators on uniformity testing and soil moisture needs. Their grant has been extended for another three years. Five sites were in Morrison County.
2. **Don Baloun Visit Recap – Josh shared that Don was able to clarify a little of the recently passed Federal Farm Program bill and what it meant for conservation.**
3. **Irrigation Clinic and Permitting Recap and Meeting with DNR Staff – Alan, Helen and Josh attended the Benton SWCD sponsored workshop. Approximately 82 people attended and information was shared on soil health, permitting changes and the required analysis that will be conducted.**
4. **One Watershed/One Plan Concept and Potential Pilot Grant:** Helen, Dan Steward, Mitch Brinks from Crow Wing County and Steve Hughes from Aitkin SWCD will meet to determine if they might submit an application for a pilot area One Watershed One Plan grant. If they go forward, much of the recently attained information for the MHB watershed will be useful material.
5. **Long Prairie River Watershed Report:** Helen said the Civic Engagement piece of this TMDL plan was to host a land use decision makers training course and to do some outreach through the Central Lakes College students.
6. **Cancellation of State Cost Share:** Roger Lanners #04-14 \$2,500 MSC to Cancel by Dahmen/Brutscher.
7. **Solar Energy Ordinance Discussion:** Recognizing the importance of exploring alternative energy but trying to determine what conditions if any should be on such a facility was the focus of the Planning Commission and the county board. There was some concern from one of the PC members that good farm land would further be lost and there was a lot of discussion regarding wildlife management considerations. Little research has been available.
8. **ACUB Recap:** Approx. 2.4 million remains in REPI funding and LSOHC is totally obligated at this point. Helen had instructed Lance to cease working up any more applications until BWSR gets somewhat caught up. We received three agreements

this week which were the first to come since before July of last year. BWSR claims it will be May before they are caught up. Helen is concerned that BWSR's trouble with delivery would likely affect YE funding for 2014.

**NEW BUSINESS:**

1. Area 2 Meeting – March 6<sup>th</sup> - Morris, MN NO supervisors were able to make this date.
2. Little Rock Watershed Project Approval: Robert Kasella – Terraces \$22,019.25 MSC by Faber/Dahmen to approve.

**Upcoming:**

1. Crow Wing River Watershed Meeting – March 6<sup>th</sup>
2. Camp Ripley Annual Meeting - Feb 25<sup>th</sup>
3. Contractor Septic Designer training April 3<sup>rd</sup>
4. MHB Meeting for Commissioners and SWCDs April 2 in Walker

Meeting adjourned at 11:17 a.m.



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Claude Dahmen, Secretary

## **MORRISON SWCD BOARD MEETING**

**Thursday, March 27, 2014**

**9:00 a.m.**

### **USDA County Offices**

**Present: Supervisors Anez, Faber, Brutscher, Stangl, and Dahmen. Commissioner Don Meyer.  
Staff: McLennan, Ringwelski, and Hanson.**

**Secretary's Minutes: MSP by Stangl/Dahmen to approve as read.**

**Treasurer's Report: MSP by Faber/Dahmen to approve as presented.**

**Staff Reports: Josh handed out the fact sheets on the Federal Farm Program which included the Waterbank, Honey Bee, Golden Wing Warbler Habitat, EQIP, and CSP programs. The NRCS staff has been doing a lot of training on all the programs.**

**Alan shared that he had been working on the 1026 workload, environmental reviews , Rob Kasella terraces, Kurt Banach feedlot, Alan Feirer and Joe Klein diversions, and the Novak final ag waste plan. He and Josh had also attended training on soil health.**

**Helen said that she and Lance had worked on an LCCMR application but learned that funding couldn't be used on private lands. The mayor of Royalton will be hosting a town hall meeting in early May to try to find participants to work with the rain garden program. She and Lance are also working with all of the amendments for the ACUB easements.**

**Commissioner's Reports – Don Meyer said it was quite a battle over replacing the Veteran's Services Administrator or rolling it into the Social Services Dept. It appears that they will replace the position as it has been. He felt it would be a real disservice to veterans to not have the individual service they are used to.**

### **OLD BUSINESS:**

- 1. One Watershed/One Plan Application: Helen met with Aitkin SWCD, Todd SWCD, and Crow Wing County at the BWSR offices and they will be submitting an application for the pilot funding to write a plan for the Mississippi River Brainerd Watershed.**
- 2. Crow Wing Watershed Meeting: Most of the impairments are in Wadena and Hubbard Counties but the group agreed to team up with the Long Prairie River TMDL workgroup and co-host a civic engagement meeting for land use decision makers.**
- 3. County Highway/Public Works Culvert Survey: Helen asked Don if he knew more about the article that had appeared in the Record regarding software and culvert elevation survey work. That has been a focus for the District through the LWP for some time to build a data base of culvert elevations on all county/township roads.**

**NEW BUSINESS:**

1. MHB (Mississippi Headwaters Board) Meeting: A meeting for all commissioners, zoning staffs and SWCDs in the watershed to determine a work plan for the MHB. The meeting will be held in Walker, April 2<sup>nd</sup>
2. Contractor / Septic Designer Workshop - April 3<sup>rd</sup>, Morrison Co. Gov. Center: John Overland of BWSR, Amy Kowalzek of P/Z, Keith Burtrum from DNR, and Rob Maroney of the ACOE will present at the annual meeting. Contractors attending can receive their continuing ed credits.
3. State Cost Share Applications: MSP by Dahmen/Faber to approve the following.
  - a. Robert Perleberg – Reforestation - #11-15 - \$ 598.87
  - b. Joseph LeBlanc – Reforestation - #12-15 - \$1,599.65
4. Long Prairie River 319 Application – MSP by Stangl/Brutscher to approve  
Melissa Wenker – Stabilization - \$4,784.50 which will be funded by Todd SWCD.
5. State Cost Share Policy on Reforestation Tree Establishment: Helen stated that the 612 practice was new this year and the docket didn't clearly define the practice so she and Alan had drafted a policy which would be consistent with DNR/NRCS standards. MSC by Faber/Dahmen to approve as presented. (see attachment)
6. Employee Handbook Policy Changes on Insurance: Helen shared that a number of changes were required with the new health care reform. She read proposed language changes. MSC by Faber/Stangl to approve the proposed language changes. Helen said that more changes might be necessary when the final program is actually determined but it had been very confusing for now. (see attachments)
7. Audit Schedule and Approval to Change Auditors: MSC by Faber/Stangl to approve hiring Michael Peterson, CPA of Waconia for the 2013 audit.

Meeting adjourned at 10:30 a.m.



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Claude Dahmen, Secretary



## State Cost Share Policy on 612 Tree Establishment Practices

The District will cost share up to 75% of the cost of trees and planting for tree establishment under the State Cost Share Program, docket 612 practice.

The landowner must commit a minimum of 2 acres, with a minimum of 400 stems per acre, maximum of 800 stems to the acre. Only 10% of the trees can be shrubs for wildlife benefit. All species must be Minnesota Native species.

Land enrolled must be predominantly upland soils to support tree establishment.


The district will only cost share additional establishment efforts if less than 50% have survived, and loss was due to natural causes.

The landowner must work to establish the practice for a minimum of 3 years and must make every effort to get at least 50 percent survival.

This policy was approved at the regular meeting of the Morrison SWCD Board of Supervisors at their March 27, 2014 meeting.

Motion by Claude Dahmen

Seconded by Bill Faber

Witnessed by 

## **ARTICLE 3: EMPLOYMENT**

### **SUBJECT 3.1 TERMINATION OF EMPLOYMENT**

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#### **PURPOSE:**

To make the separation of employment with Morrison SWCD as amicable as possible for both the employee and the SWCD.

#### **A. INVOLUNTARY SEPARATIONS:**

Employees, who are involuntarily separated, including layoff and discharge shall be paid in full for hours worked and any accrued vacation leave, no later than the next regular payday.

#### **B. VOLUNTARY SEPARATIONS:**

Employees who choose to resign must give at least two weeks written notice to the District Manager. The written notice must specify the last day that the employee will be at work. In the event that the employee is able to do so, he/she should give the SWCD thirty (30) or more days notice in order to allow the SWCD adequate time to find a replacement.

An employee who is absent from work for a period of three (3) consecutive working days or more without notifying the District Manager of the reason for the absence shall be deemed to have voluntarily resigned not in good standing. An employee who fails to return from a leave of absence on the prescribed date without notice shall be deemed to have voluntarily resigned not in good standing unless the resignation is waived by appropriate SWCD Board action.

Employees who are voluntarily separated from employment shall be paid in full no later than the next regular payday unless another date is mutually agreed upon. (See Severance language for qualifying employees)

#### **C. GENERAL PROCEDURES :**

Employees, except probationary employees, who resign in good standing, after giving the required two weeks' notice will receive final earned wages and unused, accrued vacation leave at the end of the applicable time period.

Employees who have worked for a minimum of ten years and who resign for reasons other than in anticipation of a disciplinary action, will receive twenty-five percent (25%) of their documented, accumulated sick leave, if participating in an HCSP. Accrued benefits and/or severance pay may be granted pursuant to law. Employees that have served 25 years or more, leaving in good standing, will receive up to 500 hours of their documented, accumulated sick leave to be deposited into their HCSP account.

Employees may pick up final paychecks in the SWCD Office or request that final payment be mailed via regular mail to the separating employee. All employees eligible for the severance pay will receive their sick leave portion of their severance payment deposited into their individual Post Retirement Health Care Savings Plan (HCSP) account. Employees not participating in an HCSP account but have been with the district at least 10 years will receive a maximum payment of \$2,000 subject to all withholdings. Accrued Vacation Leave payment will be in a lump sum subject to payroll deductions and declared as annual income. Employees leaving the district without leaving in good standing, regardless of years served will be ineligible for Sick Leave severance pay.

It is the responsibility of the separating employee's District Manager to assure that the employee returns all SWCD property, keys and/or equipment prior to the employee's receipt of the final paycheck. The SWCD may hold final pay until all SWCD property, keys and/or equipment is returned. The separating employee will be allowed to remove personal items from their work station area during normal business hours with their District Manager present. The District Manager will also notify NRCS to remove the employee from computer access. All expenses and credit cards should also be balanced and returned prior to issuing the final paycheck.

## **ARTICLE 5: EMPLOYEE BENEFITS AND SERVICES**

### **SUBJECT 5.a INSURANCE BENEFIT**

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#### **PURPOSE:**

To provide health care benefit to employees of Morrison SWCD.

All full-time regular employees, who work a minimum of eighty (80) hours per bi-monthly pay period are entitled to an annual health, deferred compensation plan and/or life insurance benefit to be paid to a provider of the employees choice or taken as wages at a per hour rate provided by Morrison SWCD.

The contribution to a flex benefit account will not exceed \$2500 per year and cannot be used for reimbursement of an individual's health insurance premium. Any portion remaining at the end of a calendar year is forfeited.

Regular part-time employees are eligible at a pro-rated basis if approved by the Board of Supervisors.

Upon retirement employees severance pay will include any unused portion of their flexible spending benefit, to be deposited into their HCSP accounts, if participating. Employees not participating in an HCSP but have met the 10 year minimum employment and eligible for severance packages, will forfeit any unused insurance benefit but will have 60 days to submit eligible reimbursable bills.

Employees under 10 years of employment and/or leaving not in good standing, will forfeit any unused portion of their insurance benefit.

The effective date for insurance benefit is the first of the month following 60 days of full-time employment.

The health care benefit amount is the discretion of the SWCD Board.

Morrison SWCD reserves the right to require written medical certification from an employee in the event of three (3) consecutive days of absence or in cases of the repeated and systematic absence of an employee. The District Manager may require a medical statement from an appropriate medical authority before granting sick leave, as well as verification that an employee is able to perform the duties of employment before the employee is allowed to return to work.

**Wellness Incentive:** Any employee carrying over 400 hours at the end of a calendar year, and has been with the District for more than 10 years, will deposit one-week or forty hours of sick leave pay into their Post Retirement Health Care Savings Plan. Any employee carrying over 500 hours at the end of a calendar year, and has been with the District for 20 years or more, will deposit two weeks, or eighty hours of sick leave pay into their Post Retirement Health Care Savings Plan.

**C. WORKERS COMPENSATION:**

When an employee is absent from work because of a sickness or injury arising out of the course of employment, the SWCD shall pay the difference between the remuneration received by the employee from Workers' Compensation and the employee's take home pay except for the three (3) day waiting period. This difference shall be deducted from the employee's sick leave benefits and is subject to subrogation with workers' comp benefits. In no event shall this additional compensation paid to the employee by virtue of sick leave result in the payment of a total daily, weekly or monthly compensation of the employee or for a period of time in excess of one (1) year related to the same injury.

**D. SICK LEAVE DURING VACATION LEAVE:**

When sickness occurs during a vacation leave, the period of illness may be charged as sick leave and the time against vacation leave reduced accordingly. To qualify, employees will be required to call their District Manager as soon as possible if they become ill on vacation leave. Upon the discretion of the District Manager, a doctor's verification shall be submitted upon return.

**E. SEVERANCE PAY:**

An employee who leaves the employ of the SWCD in good standing (minimum notice and has been with the District a minimum of 10 years), shall receive severance payment of up to 25% of hours of unused sick leave in addition to any unused vacation leave. Employees that have been with the District for 25 years or more and leave in good standing, shall receive up to 500 hours of accrued unused sick leave and any unused accrued Vacation Leave. All employees eligible for the severance pay will have the Sick Leave portion of their severance payment deposited into their individual Post Retirement Health Care Savings Plan (HCSP) account. The remaining dollars will be paid in a lump payment to the employee and be subject to all withholdings. Employees not participating in Post Retirement Health Care Savings Plans, but meeting the experience requirements will only be eligible for a lump sum payment not to exceed \$2,000.00

**ARTICLE 6: SAFETY AND HEALTH**

**SUBJECT 6.a AWAIR/SAFETY POLICY**

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**PURPOSE:**

To provide a safe work environment for Morrison County and SWCD employees and its citizens according to a Work Place Accident and Injury Reduction Act (AWAIR), Minn. Stat § 182.653, subd. 8.

**RESPONSIBILITIES AND AUTHORITIES:**

The Morrison County and Morrison SWCD realizes that it has the responsibility to provide a safe workplace for its employees and a safe environment for its citizens. Each employee must pursue the highest standards in his or her assigned activities and recognize that the wellbeing of persons and the protection of our physical resources are as important as the activity and the work being performed. The SWCD expects its management and employees to respond to all planned safety efforts and to perform their assigned jobs in the safest manner possible.

These procedures are applicable to all operating Departments within the County and Morrison SWCD. The administration of this policy shall be the responsibility of the respective Department Heads. The duties herein may be delegated to other levels of management or operation, but responsibility shall not be delegated.

Morrison County and Morrison SWCD maintain a separate policies and procedures manual (AWAIR) that is available in all departments which is reviewed and updated annually by the Safety Committee. All employees are required to be familiar with the policies and procedures contained in the AWAIR Manual.

**ARTICLE 6: SAFETY AND HEALTH**

**SUBJECT 6.b MN STATE RETIREMENT SYSTEM (MSRS)  
HEALTH CARE SAVINGS PLAN (HCSP)**

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**PURPOSE:**

To provide a program that allows employees to save money to pay medical expenses and/or health insurance premiums after retirement or termination of employment. Minnesota Statute 352.98 authorizes Minnesota State Retirement System (MSRS) to offer this Health Care Savings Plan (HCSP) program to Morrison SWCD employees. Employees with the District for a minimum of ten years, and carrying at least 400 hours of accrued Sick Leave at the end of the year, will participate in the HCSP program. (See Sick Leave Wellness Incentive )

All Morrison SWCD employees who are eligible for a Public Employees Retirement Association (PERA) pension shall, if eligible, contribute their accrued, eligible portion of their sick leave to their HCSP accounts, if participating, upon retirement or termination of employment.

Participating members will also deposit any unused portion of their insurance benefit to their HCSP.

## **ARTICLE 7: DISTRICT STANDARDS & RULES**

### **SUBJECT 7.a CODE OF ETHICS**

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#### **PURPOSE:**

To define conflict of interest to Morrison SWCD employees.

#### **A. DEFINITIONS:**

For the purpose of this policy the following definitions shall apply:

**Business** - any corporation, partnership, proprietorship, firm, enterprise, franchise, association, district, self-employed individual or any other legal entity that engages either in nonprofit or profit making activities.

**Confidential information** - any information obtained under government authority which has not become part of the body of public information and which, if released prematurely or in non-summary form, may provide unfair economic advantage or adversely affects the competitive position of any individual or a business.

**Private interest** - any interest, including but not limited to a financial interest, which has not become part of the body of public information and which, if released prematurely or in non-summary form, may provide unfair economic advantage or adversely affect the competitive position of any individual or a business.

**Immediate family** - spouse, child, parent, grandparent and spouse of such persons.

**Employee** - shall include all SWCD employees.

#### **B. ACCEPTANCE OF GIFTS OR FAVORS:**

Employees of Morrison SWCD in the course of or in relation to their official duties, shall not directly or indirectly receive or agree to receive any payment of expense, compensation, gift, reward, gratuity, favor, service or promise of future employment or other future benefit from any source, except the SWCD, for any activity related to the duties of the employee unless otherwise provided by law. The provisions of Minn. Stat. §471.87 and the exceptions set forth in Minn.

# MORRISON SWCD BOARD MEETING

Thursday, April 24, 2014

9:15 a.m.

## USDA SERVICE CENTER

Present: Supervisors Anez, Faber, Brutscher, Stangl, and Dahmen. Staff: McLennan and Hanson. Absent: Commissioner Meyer and Alan Ringwelski.

**SECRETARY'S MINUTES** : MSC by Stangl/Brutscher to approve as read.

**TREASURER'S REPORT**: MSC by Brutscher/Dahmen to approve as presented.

**STAFF REPORTS**: Josh said they were working on 2 ag waste systems, 4 compost facilities, 2 sediment basins. There were 46 CSP applications and 49 EQIP applications.

Helen shared Alan's report: Melissa Wenker on Lake Alex will be doing a shoreline restoration funded by the Long Prairie River 319 grant, and a riparian buffer under state cost share. Students from Pillager will be planting the shrubs and trees. Alan and David Lanners are doing terrace system repairs in the Little Rock watershed, designed by the WCTSA. Rob Kasella is doing a terrace system. Alan and Helen and Lance have been working on the 1026 workload trying to get caught up.

Planning and Zoning needed an emergency Environmental Review on Robert Gruber. Neither Helen nor Alan ever received the request and the Gruber hearing is Monday the 28<sup>th</sup> so staff is trying to get one done immediately.

Helen shared that Lance had prepared the Biennial Budget Review due May 2<sup>nd</sup>.

### **OLD BUSINESS:**

1. ACUB Update: BWSR hopes to be caught up on the 25 pending applications by the end of May. Helen and Lance have been working on the amendments. There have been a lot of contract holders who have since passed away and that's causing more paperwork.
2. Irrigation Moratorium: Helen shared that DNR has announced a moratorium on irrigation permits in the Little Rock Watershed which has sparked some controversy among farmers that have already shelled out of pocket for potato seed.



3. Tree Program Schedule: Trees will begin to arrive Monday, April 28<sup>th</sup> and pick up will be Friday, May 2<sup>nd</sup> at the Sports Arena.
4. WCA Technical Evaluation Meeting: County Hwy 236, BNSF Proposed Line The county highway project has been submitted to BWSR for wetland replacement and the delineation for the railway will be ground trothed on Wednesday May 28<sup>th</sup>.
5. Contractor Workshop Summary: About 45 contractors attended and it went really well. A lot of good questions were asked.

**NEW BUSINESS:**

1. MASWCD Resolution Process: No one had any suggestions for a resolution.
2. State Cost Share Applications: MSC by Stangl/Dahmen to approve the increase.
  - a. Joseph LeBlanc #12-14 Amendment - \$900.85 for total of \$2,500.00
3. One Watershed One Plan Support Letter: MSC by Faber/Dahmen to have Helen prepare a letter for Cindy's signature. The application was submitted to BWSR on April 17<sup>th</sup>.
4. Geologic Atlas / Training Date: Wednesday, May 21' The notices have gone out to all the partners on the training session. County Commissioners had a conflict but if necessary, a second session will be scheduled.
5. City of Royalton Rain Garden Initiative: May 8<sup>th</sup> / City Meeting: Helen and/or Alan will attend the townhall meeting to explain the benefit of raingardens.
6. Nitrate Clinic: May 12<sup>th</sup> – 16<sup>th</sup> / County Township Study Results : Helen shared the schedule for the next clinic and the results of the 6 township study conducted by Dpt. Of Ag.
7. Weather Station: May 7<sup>th</sup> / MN Dept. of Ag: MN Dept. of Ag will be presenting the possibility of placing another weather station in the Little Rock watershed.

Meeting adjourned at 10:20 a.m.



Claude Dahmen, Secretary

## MORRISON SWCD BOARD MEETING

Thursday, May 22, 2014

9:00 a.m.

USDA County Offices

**Present: Supervisors Anez, Faber, Brutscher, Stangl, and Dahmen. Staff: McLennan, Hanson. Commissioner Don Meyer.**

Secretary's Minutes: MSC by Brutscher/Dahmen to approve as read.

Treasurer's Report: MSC by Stangl/Brutscher to approve as presented.

Staff Reports: Josh said there are now 48 EQIP applications, 42 CSP applications ranked. They have 2 ag waste systems, 3 chicken barn compost facilities they are working on. A new Area Conservationist has been hired named Steve Cole who will begin on June 13.

Commissioner's Report: Don stated that it's frustrating that board meeting decisions are so split too often but they simply disagree on a number of things. The most recent decision was regarding joining the Public Health and Social Services departments, due to the departure of Public Health Director Bonnie Paulson.

### OLD BUSINESS:

1. Tree Program Summary: see handout – Helen stated that it was one of the smoothest tree seasons ever, and most of that was due to LeaAnn's organizational skills and the fact that our seasonal people are so dedicated. The board gifted a bonus to LeaAnn for work above and beyond in coordinating the tree season.
2. Roylton Outreach for Rain Garden Participants: Only three people attended the townhall meeting hosted by the mayor, but two of the three did sign up for rain gardens.
3. Nitrate Clinic Outcome – postponed until next month. A report was not completed. –
4. Geo-Atlas Training – The training was very interesting and well attended but the attendees were shocked that the hydro-geology section B would take another 2 years to complete. The district will have the geo-atlas on our website and available in paper copies to the public.
5. School Projects: Little Falls High School led by Doug Ploof did two projects this year. One was a re-forestation project on land owned by Rick Mattison. The other was a buckthorn removal project and replanting of white pine.
6. Stearns Resolution: Helen read the resolution that was aimed at bio-diversity needs of cover crops and supporting the U of M initiative of Forever Green. MSC by Faber/Brutscher to support the resolution.

7. BWSR Grant Agreement Approval – ACUB \$365,441.25 MSC by Stangl/Dahmen to approve the Memorandum of Agreement with BWSR. Helen stated that approximately \$64,000 is forthcoming right now and should be direct deposited any day.

NEW BUSINESS:

1. State Cost Share Payments: MSC by Brutscher/Stangl to approve:
  - a. Dave Kliber 06-14 \$ 798.50
  - b. Bob Perleberg 11-14 \$ 798.50
  - c. Sue Mattison 05-14 \$ 748.60
  - d. Friends of Linden Hills 02-14 \$ 750.00
  - e. Adam Roering 10-14 \$ 566.81
  - f. Jim Hilmerson 09-14 \$1,796.63
  - g. Robert Determan 08-14 \$ 232.00
  - h. Don Meyer 07-14 \$ 898.31
2. State Cost Share Applications: MSC by Faber/Dahmen to approve. Helen shared the discussions and board policy regarding the Variano site and left it to them whether to increase the cost share amount to a full 75% or leave it as is. The board didn't feel the site was any different than other river adjacent properties.
  - A. #13-14 Chris Szczedroski - Well Abandonment \$375.00
  - B. #14-14 Jane Variano - Shoreline Stabilization \$2,500
3. Area 2 Meeting - June 18<sup>th</sup> in Alexandria: Claude and perhaps Marvin will attend.
4. Vacation Approvals – Alan, May 27- 30 and Lance June 2-6: MSC by Stangl/Brutscher.
5. Personnel needs: Helen expressed the need for some part time help. MSC by Dahmen/Stangl to approve hiring a part time employee to conduct spot checks and help get the present work load caught up.

Meeting adjourned at 11:00 a.m.

Claude Dahmen, Secretary *Claude Dahmen*

**Morrison SWCD  
Tree Profit & Loss Report**

**2014 Tree Year  
vs.  
2013 Tree Year Comparison**

	<b>May 2013</b>	<b>May 2014</b>
<b><u>INCOME:</u></b>		
<b>Charges for Services:</b>		
Trees	\$61,591.92	\$48,774.32
Accounts Receivable	\$0.00	\$240.38
Sale of Flags, Plantskydd, Tree Wraps, etc	\$295.07	\$458.51
DNR / Shipping	\$615.00	\$444.46
<b>Total Charges for Services</b>	<b>\$62,501.99</b>	<b>\$49,917.67</b>
<b>TOTAL INCOME</b>	<b>\$62,501.99</b>	<b>\$49,917.67</b>
<b><u>EXPENSE:</u></b>		
<b>Project Expenditures (District)</b>		
Schumacher Nursery & Berry Farm	\$23,951.58	\$20,579.83
Bedora State Forestry Nursery (DNR Trees)	\$1,250.00	\$955.00
Bailey Nurseries, Inc.	\$8,139.75	\$3,591.30
Wolcyn Tree Farms & Nursery	\$1,324.75	\$1,660.25
Nursery Stock Dealer License	\$300.00	\$300.00
Rent of Facility	\$400.00	\$650.00
Supplies	\$3,083.01	\$2,372.94
Advertising	\$2,183.35	\$1,692.64
Shipping Fees	\$1,135.71	\$1,064.75
Contracted Help	\$2,973.97	\$3,341.92
Dumpster	\$0.00	\$122.00
<b>Total Project Expenditures</b>	<b>\$44,742.12</b>	<b>\$36,330.63</b>
<b>TOTAL EXPENSES</b>	<b>\$44,742.12</b>	<b>\$36,330.63</b>
<b>NET INCOME</b>	<b>\$17,759.87</b>	<b>\$13,587.04</b>
<b>Total # of Trees Sold:</b>	<b>32,192</b>	<b>27,473</b>

**MORRISON SOIL AND WATER CONSERVATION DISTRICT  
BOARD MEETING**

**USDA County Offices**

**Thursday, June 26, 2014  
9:00 a.m.**

**Present:**

**Supervisors: Anez, Faber, Brutscher, Stangl and Dahmen**

**Staff: Ringwelski, McLennan and Hanson**

**Commissioner: Don Meyer**

**SECRETARY'S REPORT: MSC by Stangl/Faber to approve as read.**

**TREASURER'S REPORT: MSC by Faber/Dahmen to approve as presented.**

**STAFF REPORTS: Helen shared that water issues were first and foremost taking up the majority of staff time to the extent that the normal workload was neglected. She shared a news article being submitted to try to encourage landowners to take a little more responsibility for their own problems.**

**Alan said that the Hubner feedlot has to be re-addressed due the pump system not working properly. He also had submitted two new environmental reviews on Voller and Vanheel. The Wenker project had really turned out well and plants were thriving due to the rain. Terrace and sediment basin damage was also being reviewed.**

**Josh said that 30 CSP contracts had been pre-approved and 25 EQIP. They are in the field with construction projects.**

**COMMISSIONER REPORT: Don shared the board's decision on no-wake zone authority. With only one boat owned by the sheriff's department it would be nearly impossible to take on the enforcement.**

**OLD BUSINESS:**

1. Area 2 Meeting Report / WCTSA Report (Claude) - September Hosting – The board directed Helen to try to get Stearns or Pope to accept hosting the September 2014 meeting. If they refuse, we will try to make it work.
  - a. Cost Share Contract Amendment – MSC by Brutscher/Dahmen to Approve the Amended Increase: Melissa Wenker 19-13 / 01-14 additional \$812.54 for a total of \$3,312.54
2. WCA Report: TEP and Violations: Helen shared the TEP findings on the Rademacher site and the need to investigate several others served RPNs which include Schneider, Vannurden, Prichart, and Andrea. John Overland agreed to come back Wed July 2, 2014, to assist.

**NEW BUSINESS:**

1. Cost Share Payment Approvals: MSC by Dahmen/Faber to Approve Payments for:
  - a. Melissa Wenker #19-13/01-14 \$3,313.54
  - b. Joseph LeBlanc #12-14 \$2,297.00
  - c. Chris Szczodroski #13-14 \$ 375.00
2. DNR Ground Water Monitoring Well Agreement 2015 - \$3840 MSC by Faber/Stangl to Approve.
3. Cost Share Application Approvals: MSC by Dahmen/Brutscher to Approve:
  - a. Branden Sauer #15-14 Water/Sed Control Basins \$2,500
4. 2015 Morrison Co. Request for Funding: MSC by Brutscher/Faber to request \$95,000.
5. Adoption of General Record Retention Schedule: MSC by Stangl/Brutscher to Approve.
6. Rain Garden Applications for CWF: MSC by Brutscher/Faber to Approve the following:
  - a. Rhonda Eli \$3,000
  - b. Jolene Goodrich \$3,000
7. MSC by Faber/Stangl to Approve the following Little Rock Funded Projects:
  - a. Gordon Oldakowski Sed Basins \$8,000
  - b. Dave Lanners Terrace Repair \$4,000
  - c. Alan Lanners Terrace Repair \$4,000

Meeting Adjourned at 11:06 a.m.



Claude Dahmen, Secretary

**MORRISON SOIL AND WATER CONSERVATION DISTRICT  
BOARD MEETING**

**USDA County Offices**

**Thursday, July 24, 2014**

**NO JULY SWCD BOARD MEETING WAS HELD.**

Morrison SWCD Board Meeting  
Thursday, August 28<sup>th</sup>, 2014  
9:00 a.m.

USDA COUNTY OFFICES

Secretary's Minutes: MSC by Brutscher/Stangl to approve the minutes as read.

Treasurer's Report: MSC by Dahmen/Faber to approve as presented.

Staff Reports: Helen shared that they have an audit date set and LeaAnn is furnishing the preliminary information to Peterson. She shared the situation with Bellevue Twp. board and the anger by the affected landowners. It was determined that culverts could be installed to equalize the wetland area. There has been a lot of ACUB meetings of late to discuss the potential Sentinel Landscape plan and they had presented at the national association of State Legislators in the Civic Center. Rep. Kresha and Sen. Gazelka will be introducing a bill this fall. Another \$1,000,000 in YE funding had been awarded.

Alan said projects are starting on Alan and Dave Lanners properties (sed basins), the Novak stacking slab was under construction, and they will be starting the Gruber project soon. He just completed an Environmental Review revision for Dale Kloss and is doing another for Wade Bauer.

Josh shared there are 31 new CSP contracts, 16 new EQIP, and 18 more EQIP awaiting approval. They are working on 2 ag waste storage, 3 composts, have completed 5 prescribed grazing checks, and certified 2 compost facilities as well as 1 brush mgt. and 1 nutrient mgt. A sign up for 2010 CEP renewals will begin.

OLD BUSINESS:

1. TEP Report (Technical Evaluation Report) The TEP had visited the Bellevue Twp. projects and four shoreline wetland fill requests. One went ahead and filled anyway after we were there and is now in a violation status.
2. Planning Commission Report – Dale Kloss Controversy – Helen and Don Meyer shared the discussions held regarding the Kloss CUP application for a Tier 2 turkey operation in the Little Rock watershed.
3. County Budget Presentation: Helen and LeaAnn had met with the county board and auditor's office and requested \$95,000 for 2015.
4. WCA Violations Status: The VanNurden, Rademacher violations are still pending and new violations for Fleck and Sonnenburg had been issued. Rademacher is requesting a



No Net Loss determination. The TEP will review the consultants findings next week and respond.

NEW BUSINESS:

1. Aquatic Invasive Planning: Amy and Helen attended AMC training in Alexandria on the 27<sup>th</sup> and will be writing the plan in the coming months.
2. 6<sup>th</sup> Grade Water Festival (21<sup>st</sup> year): The 21<sup>st</sup> annual festival will be held Sept. 16-17 and an Aquatic Invasives station will be new this year.
3. Gull River Wildlife Management Area Proposal: Helen shared that the public meeting held had been very poorly handled in Pillager but finally was salvaged by a Cass County Commissioner bringing some structure to the open house.
4. New Area Hydrologist in DNR- Ken Zeik started the first of the month and is getting started on the backlog of permits. He was in Crow Wing Co. before.
5. Township Association Annual Meeting: Helen has been requested to attend the annual twp. board meeting on October 22<sup>nd</sup> at the courthouse.
6. Area 2 Legislative Meeting - Wednesday, September 3<sup>rd</sup>, Sauk Centre Representative Kresha and Candidate Al Doty will be attending. Helen, Josh, Marvin and Claude will go.

Meeting adjourned at 10:40 a.m.



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Claude Dahmen Secretary

**Morrison Soil and Water Conservation District Board Meeting**  
**USDA Service Center**  
**Thursday, September 25<sup>th</sup>, 2014**  
**9:00 a.m.**

Present:

Supervisors: Faber, Brutscher, Stangl, Dahmen

Commissioner Don Meyer

Staff: McLennan, Ringwelski, Hanson

Absent: Cindy Anez

Secretary's Report: MSC by Dahmen/Brutscher to approve as read.

Treasurer's Report: MSC by Faber/Dahmen to approve as presented.

Staff Reports: Josh said that 2 ag wastes had been completed this month, 4 compost facilities, prescribed grazing as well. There are 501 HELs to complete, 3 sed basins after corn is harvested, and another ag waste still to complete this fall.

Alan reported that the Roger Lanners and Alan Lanners terrace repairs, waterways, and sed basins are completed. Ben Novak is still under construction. The Hubner ag waste system put in is not functioning and the only solution is to roof the area but the price estimate is over \$400,000.

Helen said she and Lance are working on the CWF application, still working on 1026 work load with 189 done to date this year. She's also took the new Area Hydrologist Ken Zeik to meet the county board. They also have been fielding more complaints than ever before and there is not a solution nor financial assistance to meet the demand.

Commissioner's Report: Don Meyer asked about the Dale Kloss withdrawal of his CUP permit for a turkey barn. There was so much controversy with the Little Rock Watershed concerns and inadequacy of the township road conditions. It appeared it would be denied so he withdrew the request.

**OLD BUSINESS**

1. Area 2 Meeting Report: Claude, Marvin, Helen, Josh attended and had good discussions with 2 incumbents and 2 candidates on problems districts are facing. It was a well-organized meeting. Helen will look into facilities' for the March meeting since Morrison will be hosting.
2. Richardson Township - Peavy Lake Controversy: The township is in conflict with a resident on a dead end road and the existing turn around. However all other possible locations were wetlands.

3. LCCMR Work Plan – Benton SWCD: Helen was unable to attend but said they always had projects to qualify for funding.
4. Water Festival Recap: Little Falls was almost a half hour late the first day and the kids were so unruly this year. Mary of Lourdes were the best prepared and best behaved followed closely by Pierz. The sessions are going to be redesigned for next year to reduce the class sizes.
5. LSOHC (Lessard Sams Outdoor Heritage Council) Hearing for Phase 5: The hearing went very well. Helen, Jay Brezinka, and the Post Commander Col. Scott St. Sauver testified.
6. Jane Variano Discussion (Mississippi River Erosion Project): The board discussed this site and Tom and Marvin had actually visited it. Helen has applied for some CWF funds to hopefully assist better financially.

### **NEW BUSINESS**

1. Clean Water Fund Application Approval for: \$358,425.00 (Three Categories: Stormwater Control, Mississippi River Erosion, and Accelerated Implementation) MSC to approve an application up to \$700,000 if ag waste is added.
2. Agram Township Nitrate Study: After meeting with Kim Kaiser, MDA, they decided to just continue well monitoring through the SWCD but not conduct a septic inventory.
3. State Cost Share Applications: MSC by Faber/Dahmen to approve the following.
  - a. Roerview Dairy #16-14 Well Decommissioning \$950.00
  - b. Marvin Voltin #17-14 Well Decommissioning \$757.50
  - c. Lloyd Hayes #18-14 Well Decommissioning \$402.50
4. WCA Recap – Status on Violations or Unusual Problems: Rademacher and Vannurden have been completed satisfactorily. Two other restoration orders for Sonnerberg and Flick are pending and a new one with Platte Twp are still to be done this fall.
5. Payment Ben Novak – CWF \$125,000 Ag Waste System MSC by Brutscher/Faber to approve payment.

Meeting adjourned at 10:16 a.m.



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Claude Dahmen, Secretary

## MORRISON SWCD BOARD OF SUPERVISORS

Thursday, October 23, 2014

9:00 a.m.

### USDA Service Center

Present: Supervisors: Anez, Faber, Brutscher, Stangl, Dahmen  
Staff: McLennan and Zapzalka.  
County Commissioner: Don Meyer

Landowners: Wayne and Karen Gall visited with the board about their flooded fields which has never occurred before. They feel it's the result of road work on County Rd 26, and 37. Don Meyer and Helen will arrange for a site visit with Steve Backowski.

Secretary's Minutes: MSC to approve as read by Stangl/Faber.

Treasurer's Report: MSC by Brutscher/Faber to approve as presented.

Staff Reports: Terry stated that Josh was in Duluth and discussed the CSP and EQIP workload. Over \$3million dollars have been paid out in the past year, one of the highest activity counties in the nation.

Alan was on vacation so Helen shared that she and Alan had met with Don Meyer and Steve Backowski to see if any relief could be provided to Dave and Lois Perleberg's flooding issues. There is nothing in State Cost Share that will fit that practice. Water issues have continued and the staff has been dealing with township boards constantly to help settle disputes. A December extension was granted for the 1026 agreement. Helen will present on two different panels at the BWSR Academy next week. The Ben Novak project was completely done and paid. There are two rain gardens being designed in Royalton.

#### OLD BUSINESS:

1. Lake Friendly Protection Strategy Award: Morrison SWCD and Camp Ripley had received the award presented by Brainerd Area Lakes team. Bill Faber was in attendance as well as Commissioner Mauer.
2. Lessard Sams Outdoor Heritage Grant Status: \$1.5 million was awarded for Phase 5 and a revised accomplishment plan had been submitted.

NEW BUSINESS:

1. Cost Share Payment Approval: Lloyd Hayes #18-14/15-01 \$402.50 MSC by Faber/Stangl.
2. Cost Share Application: MSC to approve the following by Dahmen/Stangl.
  - A. Armadillo II LLC #02-15 – Reforestation \$2,245.50
  - B. Ben Novak #3-15 - Well Decommissioning \$400
  - C. Oldakowski Farms – LR funding - \$9,700 Terrace / Waterways
3. MASWCD Convention: Dec. 7-9 Bill, Helen, and Claude will register for Monday only.

INFORMATIONAL:

1. BWSR Academy Training - October 28<sup>th</sup> - 30<sup>th</sup>
2. Cushing Township Board Meeting - Saturday Oct 25' Helen will attend to try to help negotiate an access road for a landlocked property owner. It's complicated because much of the surrounding land is enrolled in ACUB.
3. Annual Township Association Meeting - October 22 Helen presented at the meeting and there were speeches by all candidates running for office.
4. Oasis Share-A-Meal Event Summary- The USDA center, steered by Alan, had donated and served meals for 95 people on October 16. This takes place every October for many years now.

Meeting adjourned at 10:45 a.m.



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Claude Dahmen, Secretary

# Morrison SWCD Board Meeting

Thursday, November 20, 2014

9:00 a.m.

## USDA Service Center

**Present:** Supervisors Cynthia Anez, Bill Faber, Tom Brutscher, Marvin Stangl, Claude Dahmen

**Staff:** McLennan, Ringwelski, and Hanson

**Commissioner:** Don Meyer

**Secretary's Minutes:** MSC by Brutscher/Faber to approve as read

**Treasurer's Report:** MSC by Dahmen/Stangl to approve as presented

### **Staff Reports:**

Alan described what all had been done at the Ben Novak site, a CWF project. Several of the Little Rock projects had been completed this past month. They are working on the Gruber site.

Josh reported they are working on 70 CSP enrollments, and preparing payments on 284 contracts. In the past month 3 animal mortality projects were completed and 2 ag wastes.

Helen stated that the Fish Trap Lake CWF septic investigation has been completed. 254 sites were inspected with 25% non-compliant. Planning and Zoning will now be working on the enforcement of compliance. The annual AgBMP loan program meeting was held Monday but she didn't attend but the 2015 annual report will shuffle more money into the septic upgrades to meet the Fish Trap Lake needs.

**Commissioner's Report:** Don discussed the levy increase and also the work being done on ordinance amendments. The controversy over feedlot setbacks and lowering the animal units for an over the counter permit may be adjusted.

Marvin stated that he will be surrounded by four poultry operations and never received notice. Over the counter permits, not requiring public hearings are not noticed so landowners have no opportunity to respond.

### **OLD BUSINESS:**

1. BWSR Academy Report – Lance, Alan, and Helen gave their reports on what information they felt was useful and how they will utilize some of what they learned. Overall, the staff feels the BWSR Academy is very well planned.
2. County Budget Approval of \$95,000 – The County awarded a modest increase of \$2,500.
3. Cushing Township Board Dilemma on a Landlocked Access Road: Since delineations of wetland impacts cannot be done this winter, this will be carried over to spring. The attorneys will be working with impacted landowners and the route will be decided by the Twp. Board.

4. Oldakowski Farms (LR 49-05-12) Amendment Request – MSC by Stangl/Faber to approve the amendment:

Increased \$1,806.02 for Total Payment of \$7,806.02

**NEW BUSINESS:**

1. Local Water Plan Update - Meeting on December 17<sup>th</sup> to Begin the Process: Helen stated that following the meeting she and Lance will begin the re-write to be completed in 2015. The new format will be to use One Plan – Five Watersheds to cover the recommended watershed planning. A sixth section will cover the Aquatic Invasives Plan.
2. George Lancaster Project Planning: Helen, Alan, the County Public Works staff, Commissioner Randy Winscher and Ken Zeik, DNR hydrologist met on site where the Platte River is threatening the property as well as potentially a bridge and road. The district will seek funding, and the plan will be addressed with the WCTSA staff.
3. Cost Share Payment Approvals: MSC by Stangl/Dahmen to approve the following:
  - A. Dave Lanners – LR 49-02-12 \$12,152.36 Terraces / Sed Basins
  - B. Alan Lanners – LR 49-03-12 \$14,268.02 Terraces / Sed Basins
  - C. Alan Lanners - LR 49-07-12 \$ 3,405.00 Terrace Repair
  - D. Oldakowski Farms – LR 49-05-12 \$ 7,806.02 Terraces / Sed Basins
  - E. Marvin Votin – SCS #14-14 \$595.00 Well Decommissioning
4. Cost Share Application: MSC by Brutscher/Dahmen to approve the following:
  - A. Peter Faust # 04-15 \$1,500.00 Waterway
  - B. Morrison Co Public Works #05-14 \$ 210.00 Well Decommissioning
5. Change of December Meeting Date Due to Christmas: The Board approved moving the December meeting to one week earlier, December 18<sup>th</sup>.
6. Upcoming events: Tree Open House – Wednesday, December 3<sup>rd</sup>  
Landscape Stewardship Plan Meeting Nov. 25 in Brainerd  
Long Prairie River WRAP Review: Dec 10 in Long Prairie
7. Dr. Faber gave the district an update on what the LCCMR Board has been working on. They are going to do a study on easements to figure out which are recorded and not as a result of the OMB audit. They also are doing a large pollinator project at the Landscape Arboretum.

Meeting adjourned at 10:45 a.m.



Claude Dahmen, Secretary

# MORRISON SWCD BOARD MEETING

Thursday, December 18, 2014

Finance Committee Meeting 8:00 a.m.

**Regular Board Meeting 9:00 a.m.**

**PRESENT:**

**Supervisors:** Dahmen, Faber, Anez, Stangl, and Brutscher

**Staff:** McLennan and Zapzalka

**Commissioner:** Don Meyer

**Secretary's Minutes:** MSC by Stangl/Brutscher to approve as read.

**Treasurer's Report:** MSC by Brutscher/Dahmen to approve as presented.

**Staff Reports:** Terry said that they were working on getting 278 CSP payments made. Some landowners defer their payment until 2015. Sheila Carleton has been coming down from Baxter a couple of days a week to help with the workload. CSP landowners can renew for another 5 years and some are electing to do that.

Helen waived her report.

**Commissioner Report:** Don said the County had set their levy at a 2.2 % increase. The county is in good financial condition and will be debt free within 3 years.

**OLD BUSINESS:**

1. Convention Report – Dr. Bill attended the first day of the annual convention and had an opportunity to visit with a number of colleagues and BWSR staff.
2. Tree Open House Summary: The day was a huge success with over \$24,000 in trees sold. Traffic began at 8:00 a.m. and was steady the entire day with everyone hopping.
3. County AIS Plan and Video (Aquatic Invasive Species): Amy Kowalzek has completed the plan which gears towards mostly education and the county did commit \$10,000 towards a video being produced for multi-county use.
4. 1026 Federal Farm Program Summary: The district completed the contract with NRCS doing 117 Certified Wetland Determinations and 52 drainage requests.
5. Local Water Plan Meeting Report – Tom , Claude, Helen: Tom said there was a lot of good information shared. 26 people attended the 4 hour meeting to help summarize the accomplishments from the current plan and to help develop future strategies to be identified in the 2015 update.
6. Landscape Stewardship Plan: The draft plan has been presented by Minnesota Forest Resource Council for a 10 mile area surrounding camp. How it gets carried out is now being discussed.



7. Lastrup Project: Helen assured Commissioner Meyer that she will follow through on the Lastrup concerns but still had not heard back from the mayor.
8. Long Prairie River Meeting Update: The WRAP draft is out for comment. (Water Resources Assessment Plan) and once approved will be ready to incorporate into the district's water plans.
9. Cost Share Payment Approval: MSC by Dahmen/Stangl to approve payment for Morrison County Public Works – Well sealing \$210.00


**NEW BUSINESS:**

1. Audit: The 2013 audit is complete and will be sent home with each supervisor for discussion at the January meeting.
2. Cost Share Applicants: MSC by Faber/Stangl to approve:
  - a. Joseph LeBlanc #06-15 Trees \$2,250.00
  - b. Gordon Meyer #07-15 Trees \$ 860.81
3. Sentinel Landscape Bill – Author Rep. Ron Kresha: Helen share their trip to the capitol to work on the bill and tweak the language. Rep. Kresha will find a senate author and be prepared to introduce in February.
4. Budget Approval 2015: Helen shared the IRS guidelines for employee insurance and how it will have to be part of wages and cannot be reimbursements or paid with pre-tax dollars. She has explored every avenue for group plans and without 75% participation it was so unaffordable. Therefore, the employees will have to manage their own health insurance. The rest of the budget is preliminary and will be finalized in January. MSC to approve the preliminary budget by Faber/Brutscher.
5. Novak, Ben – Cancel – State Cost Share #03-15 Well Decommissioning - MSC to cancel by Brutscher/Faber. The landowner sealed his own well and is not licensed to do so and therefore did not qualify for the cost share assistance.

Supervisor Faber brought up some topics of interest and asked if he could bring some students to meetings. The meetings are open to the public and that would be welcome.

The board presented Don Meyer with a plaque of appreciation for his service to the district as commissioner representative and was wished a happy retirement. He very much supported the district and was a good advocate with the county. Best wishes to Don.

Meeting adjourned at 10:55 a.m.

  
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Claude Dahmen, Secretary