

**PINE COUNTY SOIL AND WATER CONSERVATION DISTRICT  
MINUTES  
January 26, 2010**

The Pine County Soil and Water Conservation District Board of Supervisors held their monthly meeting on Tuesday, January 26, 2010. Supervisors present were Paul Olesen, Skip Thomson, Kelly Osterdyk, Doug Odegard and JJ Waldhalm. Office staff present were: Jill Carlier, District Manager; Tim Olson, Office Assistant; Robin Poppe, Resource Conservationist/Wetland Specialist; Sam Martin, Water Management/GIS Specialist; Mike Yrjo, NRCS Soil Conservation Technician; Mike Sheehy, County Assessor; and Doug Carlson, Pine County Commissioner/Liaison

**CALL TO ORDER:** Odegard called the board meeting to order at 4:30 p.m.

**PUBLIC COMMENT PERIOD:**

Don Slama stated he received a copy of the budget from Carlier, and questioned if there was funding or grants to continue water sampling in the area.

**ROTATION OF OFFICERS:** 2010 officers are:

Chairman: Kelly Osterdyk  
Vice-Chair: Paul Olesen  
Secretary: Skip Thomson  
Treasurer: JJ Waldhalm  
Public Relations: Doug Odegard

Motion by Olesen, seconded by Thomson to approve the rotation of officers for 2010.

Motion carried

**REVIEW OF COMMITTEE ASSIGNMENTS:**

Snake River Watershed: Doug Odegard, Alternate is Skip Thomson  
TSA III: Skip Thomson, Alternate is Paul Olesen  
Onanaegozie RC&D Council: Paul Olesen, Alternate is JJ Waldhalm  
MN Forestry: JJ Waldhalm, Alternate is Doug Odegard  
Legislative: JJ Waldhalm  
Wetland TEP: Skip Thomson, Alternate is JJ Waldhalm  
Personnel: Chair & Vice Chair  
East Central Forest Landscape: JJ Waldhalm, Alternate is Doug Odegard  
Policy Committee: Kelly Osterdyk and Paul Olesen  
*New Committee:* Budget Committee: Skip Thomson and Paul Olesen.

Motion by Odegard, seconded by Olesen to approve the Committee Assignments for 2010.

Motion carried

**DESIGNATE DEPOSITORIES:**

Carlier stated there are accounts at Woodlands National Bank, Lake State Federal Credit Union, and First National Bank of the North.

Motion by Olesen, seconded by Thomson to continue with the present depositories.

Motion carried

**APPROVAL OF AGENDA:**

Motion by Odegard, seconded by Olesen to approve the January agenda.

Motion carried

**DECEMBER MINUTES:**

Motion by Thomson, seconded by Olesen to approve the December minutes.

Motion carried

**DECEMBER FINANCIAL STATEMENTS:**

Motion by Olesen, seconded by Thomson to approve the December Financial Statements.

Motion carried

**JANUARY FINANCIAL STATEMENTS AND PAYMENT OF BILLS:**

Motion by Odegard, seconded by Olesen to approve the January Financial Statements and payments of bills.

Motion carried

**TIME TRACKING:**

Carlier stated the board discussed this issue at the December meeting, and tabled the discussion until the January meeting. Waldhalm stated in December he would provide Carlier with names of people and districts he had contacted on the issue of time tracking. Waldhalm provided Carlier with one name, Steve Sunderland. Carlier spoke with Sunderland, who told her that some of the techs at his district keep a very short log of names, phone numbers and a brief summary for the reason of the contact. Carlier believes these employees positions are associated with grants.

Carlier asked Waldhalm if he could provide any more names or information pertaining to this issue. Waldhalm stated he didn't have any names or information with him at the meeting, but had two emails with names.

Osterdyk stated there is a monthly staff report provided in the board packs of each staff member's activities.

Thomson stated he would like to see time tracking for employees who have been out in the field, and believes our fees should reflect the time spent out in the field.

Carlier stated staff keeps track of their time in a daily diary. Each day the staff writes down their activity for that day. Staff also maintains has a monthly time-sheet that is broken down by departments. Osterdyk stated that this should be sufficient.

**GREEN ACRES/RURAL PRESERVES PROPERTY TAX PROGRAM**

Carlier stated information was sent out in the board packs. County Assessor Mike Sheehy explained the Green Acres and Rural Preserves Programs. Landowners have until May 1, 2010 to make decisions about their Green Acres participation. They have until May 1, 2013 to complete the transition. More information will be provided in the upcoming weeks.

Thomson made a recommendation that two supervisors report on the program as it progresses, and provide this information to the board.

Motion by Odegard, seconded by Olesen to approve Thomson and Osterdyk on a temporary Green Acres/Rural Preserves Program committee.

Motion carried

**PUBLIC ROAD INFORMATION TRAINING:**

Carlier stated the training will be held this Saturday, January 30th from 9:00 a.m. to 12:00 p.m. at the Hinckley Community Room. 33 people are registered to come.

**SUPERVISOR DISTRICTS:**

Carlier stated the board discussed this issue at the December board meeting. After discussion, it was decided to wait until the 2010 census is complete.

**STATE COST-SHARE CONTRACTS:**

Nothing at this time.

**LEGISLATIVE DAY AT THE CAPITOL:**

Carlier sent out information for Legislative Day at the Capitol, on February 17<sup>th</sup> and 18<sup>th</sup>. Carlier, Osterdyk, and Waldhalm stated they are interested in attending this event.

Motion by Odegard, seconded by Olesen to approve Carlier, Osterdyk, and Waldhalm attending the Legislative Day at the Capitol.

Motion carried

**MASWCD DUES:**

Carlier stated that the 2010 dues for MASWCD are due. The MASWCD dues are \$2,750.

Motion by Olesen, seconded by Odegard to approve paying the MASWCD dues of \$2,750 for 2010.

Motion carried

**STAFF PARTICIPATION AT BOARD MEETINGS/AGENDA ORDER:**

(Carlier stated agenda order ties in with staff participation at board meetings.)

Carlier stated there has been inquiry about staff participation at the board meetings. Thomson stated he would like the agenda adjusted to move staff reports up on the agenda. Staff could give their report, and then excuse themselves from the meeting. This could help alleviate overtime issues.

Motion by Waldhalm, seconded by Thomson to approve moving staff reports to follow approval of agenda for a six month trial period.

Motion carried

**FEE SCHEDULE:**

Carlier stated a copy of the fee schedule was handed out for the board to review. The fee schedule is reviewed every year at this time. Thomson stated he would like to wait until more information is available on the Green Acres conversion.

**COMMISSIONER LIAISON:**

Carlier stated several districts have a commissioner liaison. The commissioner liaison attends the district board meetings and helps form a working relationship between the district and the county. Commissioner Doug Carlson has appointed himself to be the commissioner liaison to the district.

**AREA III ANNUAL MEETING:**

Carlier stated the Area III Annual Meeting is typically held in September, and is on a rotation basis. This is Pine SWCD's year to host the meeting. In the next few months the district will need to find a location to hold the meeting, as well as tour sites and lodging.

**DISTRICT CONSERVATIONIST REPORT:**

Mike Yrjo, NRCS Soil Conservation Technician, presented the District Conservation report.

Yrjo stated the new District Conservationist is Clayton Schmitz. He will start on February 22<sup>nd</sup>. Yrjo stated there is a possibility of nine contracts for the Conservation Stewardship Program. EQIP and WHIP sign-up have 37 possible applications this year.

**STAFF/SUPERVISOR REPORTS:**

**Wetlands:**

Poppe stated she received a scoping document from the City of Rock Creek. This is for a banking application. Comments should be sent back to the district within the month.

**Water Management:**

Martin stated he has been working on the water plan, and there will be a meeting with the Working Group in a few weeks. Martin stated the SWAG grant he applied for in the Kettle River area was not approved.

**Forestry:**

No meeting this month.

**TSA III:**

Thomson stated the meeting will be on January 27th.

**RC&D Onanaegozie:**

Olesen stated the meeting will be on January 28th.

**Snake River Citizen Advisory Committee:**

No meeting this month.

**Legislative:**

Carlier stated Legislative Days at the Capitol is scheduled for February 17th and 18th.

**Personnel:**

No meeting this month.

**Policy:**

No meeting this month.

**Trees:**

Olson stated 71 tree orders have been received as of today, which is up 30 orders from last year at this time.

**Newsletter:**

Carlier stated we are working on the February edition. It should be going out in the next few weeks.

**Envirothon:**

Carlier stated packets went out to the schools, and we are waiting for registration forms to come back. There have been new business donations this year.

**MISC ITEMS:**

None

**NEXT MEETING DATE & TIME:**

Carlier stated it is a new year and changes can be made to the meeting schedule if the board would like. Does the board want to change the meeting time and date? It was decided to leave the meeting time and day where it is at.

Motion by Olesen, seconded by Waldhalm to hold the next meeting on Tuesday February 23rd

At 4:30 p.m.

Motion carried

**ADJOURNMENT:**

Motion to adjourn the meeting at 6:35 p.m. by Olesen, seconded by Thomson

Motion carried

Respectfully submitted,

Skip Thomson, Secretary