

**PINE COUNTY SOIL AND WATER CONSERVATION DISTRICT  
MINUTES  
August 25, 2009**

The Pine County Soil and Water Conservation District Board of Supervisors held their monthly meeting on Tuesday, August 25, 2009. Supervisors present were Paul Olesen, Skip Thomson, Kelly Osterdyk, and Doug Odegard. 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, Soil Conservation Technician; and Bob Korth, NRCS District Conservationist.

Also present Don Slama Sr., and John Vacarius.

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

**PUBLIC COMMENT PERIOD:**

None

**APPROVAL OF AGENDA:**

Motion by Olesen, seconded by Thomson to approve the August agenda with additions.

Motion carried

**JULY MINUTES:**

Motion by Olesen, seconded by Osterdyk to approve the July minutes.

Motion carried

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

Carlier stated she provided the supervisors with copies of the check book register. Typically we transfer funds from the money market account to the checking account; however there aren't enough funds in the money market account at this time. We will need to cash in a CD.

Motion by Olesen, seconded by Thomson to approve the August payments of bills.

Motion carried

Motion by Olesen, seconded by Osterdyk to cash the CD at Moose Lake Federal Credit Union and deposit into the checking account.

**SWCD OFFICE MOVE UPDATE:**

Carlier stated we received the rent agreement from NRCS. The agreement is for fiscal year 2009, which is October 1, 2008 through September 30, 2009. Carlier stated she spoke to Kevin Daw and he will let us pay the rent with this agreement, rather than waiting for the invoice.

Motion by Osterdyk, seconded by Thomson to approve signing the Rental Agreement for FY09.

Motion carried

Carlier stated she is looking for someone to move the shed. The Sentence-to-Serve will be removing a wall in our new office space before we move in. We hope to move around October 1st.

**ST CROIX TMDL:**

Carlier stated she and Martin have been meeting with the group on the St Croix Basin TMDL. The nine counties involved are working well together. MPCA, DNR from Wisconsin, and BWSR have also been involved. The group will need to implement a Memo of Understanding or JPA (Joint Powers Agreement) in the near future.

**STATE COST-SHARE CONTRACTS:**

Carlier stated there is a close-out on two Cost-Share Grants. The 2007 State Cost Share grant has slippage funds to be returned to BWSR in the amount of \$4,278.00. The amount reported last month was not correct.

Motion by Olesen, seconded by Thomson to approve the close-out of the 2007 State Cost Share Grant, with funds totaling \$4,278.00 being returned as slippage.

Motion carried

The 2007 Clean Water Legacy Grant has slippage funds of \$111.73 to be returned.

Motion by Olesen, seconded by Thomson to approve the close-out of the 2007 Clean Water Legacy Grant with funds totaling \$111.73 being returned as slippage.

Motion carried

### **PLATBOOKS:**

Carlier stated our 2007 Pine County Platbook inventory is at 650 books. People have been asking when updated platbooks will be available. We need to sell our existing inventory. The current price is \$30.00. Carlier suggested we have a sale, and sell them for \$20.00.

Motion by Olesen, seconded by Thomson to approve selling the 2007 Pine County Platbook for \$20.00.

Motion carried

### **AREA III ANNUAL MEETING:**

Carlier stated the Area III Annual Meeting is being held in Mountain Iron. Registration is due by September 7th, and is \$50.00 per person.

Carlier would like to attend. Next year is Pine SWCD's turn to host the Area III Annual Meeting. Osterdyk would also like to attend, as he is the area secretary. Carlier will check with Waldhalm about attending as well.

Motion by Olesen, seconded by Thomson to approve sending whoever would like to attend the Area III Annual Meeting.

Motion carried

### **HEALTH INSURANCE:**

Carlier stated the personnel committee met in August with an insurance broker to discuss insurance policies. All of the policy plans were discussed. The committee and the staff met a week later to discuss what policy plan would work best for them.

Carlier stated information on the policy chosen was sent out in the supervisor board packs. Preferred One HSA 1500 is the plan that was chosen Thomson stated Preferred One is the largest network of doctors in the state. Osterdyk stated he thought this was a good savings plan for the employees, and a savings for the district.

Odegard stated he thought the personnel committee should review the insurance plan annually, as things change from year to year.

Thomson stated he would like the employees to contribute 25% to the premium. The district needs to find ways to save money, and asking the employees to contribute 25% of their insurance premium is not out of line. Osterdyk stated he doesn't agree with the employees contributing 25%. Olesen stated this is a bad time to think about having the employees pay 25%. We just set salaries for the year. We need to discuss this matter at the time we set salaries.

Motion by Olesen, seconded by Osterdyk to approve the HSA Preferred One insurance plan.

Motion carried

Motion by Olesen, seconded by Osterdyk to approve paying the full premium for employees only, as well as the deductible of \$1,500.00/year/employee at this time.

Motion carried

**2010 GENERAL SERVICES GRANT AGREEMENT:**

Carlier stated that BWSR sent the FY 2010 grant agreement. The breakdown is \$68 for easement services, \$22,473.00 for general services, and \$12,504.00 for cost share work.

Motion by Osterdyk, seconded by Olesen to approve the 2010 General Services Grant Agreement.

Motion carried

**PUBLIC ROAD INFORMATION:**

Thomson stated when the Pine SWCD supervisor training was held in March in Pine City with BWSR, there was discussion on how the Public Road Authority works with WCA.

Carlier stated some of the townships don't fully understand the WCA rules when it comes to maintenance or upgrade of township roads. BWSR could hold a training for the supervisors on how the Public Road Authority works with WCA. The supervisors could attend township meetings and present the information and rules to the townships. Thomson suggested Poppe be in the training with the supervisors since she has worked with townships on these issues in the past.

Poppe stated she sends out letters every year to the townships offering to attend township meetings and answer questions and discuss WCA information and rules.

Motion by Osterdyk, seconded by Thomson to invite BWSR to meet with the district and review the Public Road Authority and WCA rules.

Motion carried

Olesen stated the district should send out a letter to all township officers and see if there is any interest on this issue.

Motion by Olesen, seconded by Thomson to send out a letter to all the township officers to see if there is interest in this training.

Motion carried

**DISTRICT CONSERVATIONIST REPORT:**

Korth reviewed the attached report.

**STAFF/SUPERVISOR REPORTS:**

**Wetlands:**

Poppe stated she provided the TEP report and agenda to the board members.

**Water Management:**

Martin stated he provided the new map on the Snake River Watershed for the board to view. The monitoring sites and different projects are shown on the map.

Martin also stated he, Carlier and Odegard presented the Water Plan Scoping Document in Wadena to the BWSR board for approval. The BWSR board will meet on August 27th to approve the Water Plan Scoping Document.

**Forestry:**

None

**TSA III:**

Thomson stated there was no meeting.

**RC&D Onanaegozie:**

Olesen stated there was a meeting in Cloquet.

**Snake River Citizen Advisory Committee:**

Odegard stated Yigliola Malca has entered all the data that has been collected the past 10 years on the Snake River watershed.

**Legislative:**

None

**Personnel:**

Carlier stated the health insurance was discussed.

**Policy:**

None

**Trees:**

Carlier stated she is starting to place tree orders with the nurseries.

**Envirothon:**

None

**MISC ITEMS:**

Martin stated he is requesting leave September 21st through September 25th.

Motion by Olesen, seconded by Thomson to approve Martin's leave request September 21st through September 25th.

Motion carried

**NEXT MEETING DATE & TIME:**

Motion by Olesen seconded by Thomson to hold the next meeting on Tuesday September 22nd, 2009 at 4:30p.m.

Motion carried

**ADJOURNMENT:**

Motion to adjourn the meeting at 6:15 p.m. by Olesen, seconded by Thomson.

Motion carried

Respectfully submitted,

Paul Olesen, Secretary