

**Beltrami Soil & Water Conservation District
Board of Supervisors Meeting
Thursday, October 21, 2010 9:00 a.m.
County Board Conference Room
701 Minnesota Ave. NW, Bemidji, MN 56601**

Members Present: Jay Backstrom
Ruth Trask
Jay Frenzel
Jerome Geerdes

Members Absent: Shane Bowe

Others Present: William Patnaude, SWCD District Manager
Ray Hendrickson, Representative from Marshall/Beltrami Area
Jerry Stensing, SWCD Stewardship Forester
Larry Voltz, NRCS
Kathy Ruzicka, Beltrami County ESD Office

Jay Backstrom called the Beltrami Soil and Water Conservation District Board of Supervisors Meeting for October 21, 2010 officially to order at 9:05 a.m. The following additions were made to the agenda:

1. Two new service agreements: Bemidji Area Joint Powers Board \$180.00 – Tree doctor call
Parks & Recreation Department \$1,000 – Tree inventory on new North County Park
2. Biomes Project – Shade tree Advocate
3. Old Business: Agreement with Loren Kinn
4. Fall Tree Sales Report
5. Latest update from the Northwest Foundation

Secretary's Report:

Jay Frenzel made a motion to approve the minutes of the September 30, 2010 regular meeting. Ruth Trask seconded the motion. Voting on the motion:

Jerome Geerdes	Yes
Ruth Trask	Yes
Jay Frenzel	Yes

Motion approved and carried 3 to 0.

Treasurer’s Report:

Outstanding receipts in the amount of \$7,126.38. Glen Greenberg’s outstanding account balance is \$2,687.50 which has been turned over to the County Attorney’s Office. CD for \$15,000 plus interest of \$3,279.76 for a total of \$18,279.76 was cashed in but will not show up until the October report.

It was requested to have the Cost Share Dollars broken down as to what is available, what was received and what was used in which projects. There are, at this time, \$9,980 available in cost share dollars. Staff will put together a full report and send to Board members and Larry Voltz, Natural Resource Conservation Service District Conservationist.

Jerome Geerdes made a motion to approve the Treasurer’s Report as read and submit it to audit. Jay Frenzel seconded the motion. Voting on the motion:

Ruth Trask	Yes
Jerome Geerdes	Yes
Jay Frenzel	Yes

Motion approved and carried 3 to 0.

State Cost-Share Contracts:

Judy David, who was approved for Cost Share Contract for shoreline stabilization on Lake Irvine has decided not to go ahead with her contract as she will be selling her property.

Staff suggested publishing Public Ads promoting the availability of SWCD Cost Share Dollars.

Ruth Trask made motion to approve staff advertising to promote Cost Share Contracts. Jerome Geerdes seconded the motion. Voting on the motion:

Jerome Geerdes	Yes
Jay Frenzel	Yes
Ruth Trask	Yes

Motion approved and carried 3 to 0.

Water Permits:

There were no water permits.

New Service Agreements: Two new Agreements

1. Greater Bemidji Area Joint Planning Board for tree doctor call, damage assessment and recommendation. Fee of \$180.00. **Jay Frenzel made motion to approve Joint Powers Board Technical Service Agreement for tree assessment and recommendation. Jerome Geerdes seconded the motion. Voting on the Motion:**

Jerome Geerdes	Yes
Ruth Trask	Yes
Jay Frenzel	Yes

Motion approved and carried 3 to 0.

2. Bemidji Parks and Recreation Department for tree inventory on new North Country Park. Fee of \$1,000.00. **Jay Frenzel made motion to authorize the District Chair to sign the Bemidji Parks and Recreation Department Technical Service Agreement for tree inventory. Jerome Geerdes seconded the motion. Voting on the motion:**

Ruth Trask	Yes
Jerome Geerdes	Yes
Jay Frenzel	Yes

Motion approved and carried 3 to 0.

Stewardship Forester Report:

Fall Tree Program Report:

Total receipts:	\$8,654.03
Total SWCD Purchases/Expenses including labor	<u>5,032.71</u>
Net	\$1,483.08

This came to a 29.5% return on the SWCD investment. **Jerome Geerdes made a motion to approve the Fall Tree Program Report. Ruth Trask seconded the motion. Voting on the motion:**

Jay Frenzel	Yes
Jerome Geerdes	Yes
Ruth Trask	Yes

Motion approved and carried 3 to 0.

Jerry Stensing reported on Spring 2011 Tree Order Form. Added a new tree, Hackberry and a new shrub, False Indigo. Also, added new rigid tree protectors that are maintenance free and more cost efficient. A nursery with High Bush Cranberry and larger size Tamarack need to be located. Discussion on updated the Tree Order Form. New location needs to be highlighted on the form. Staff will put together a marketing plan for the Spring Tree Sale Program. Board questioned whether it was possible to set up credit card payments for tree orders. The County does not have credit card payment capabilities. A suggestion was made having an open house in the County Board Room to promote Spring Tree Sales for 2011.

Jerry reported that the Biomes Project was published in the "Shade Tree Advocate." Staff will have it posted on the County Website. Jerry reported on the Biomes Fund from the North West Minnesota Foundation.

District had a request for donation from the Bemidji Cares Program. The District donated two white cedar trees which were brought in by Stensing and donated to the SWWCD for use as sample display trees.

RC&D Report:

Ruth reported George Zimmerman is the new director of Giziibii. Bio mass project located in Williams, Minnesota moving slowly for lack of funds. Treasurer's report is now being done by the County. Bemidji area Farmers Market request for 501-C6 was approved for funding. There will be a RC&D booth at the AMC convention in December.

New Business:

MASWCD Conference, December 5, 6 and 7, 2010 at the Crowne Plaza in St. Paul. Area 8 is the host district. Items needed for auction. Suggestions by Jerry Stensing there are in the tree shack, two wood duck boxes and there is the little red wagon from the 197 project, plantskydd, wild rice, honey. Board Members attending: Ruth, Jay and Bill. Jerry will be making a presentation at the conference.

NCJPB Report:

Brad now has the new surveying equipment which can be strapped to a four-wheeler. Received \$15,000.00 in BWSR Grant Dollars. New equipment purchase price was \$31,654.20. The new equipment allows one person to perform the work in the field.

DC Report: Larry Voltz:

Conservation Stewardship Program: All planning and contracts completed. Deferral letter sent out to all applicants that were not accepted. Larry will go out on sites and give pointers and ideas to landowners to help get their projects accepted. Payments from last year's projects have not been made yet.

Since October first, NRCS has been doing a work load analysis required by a departmental requirement within NRCS. This analysis will be used as a means to allocate dollars for NRCS nationwide.

CRP: Rodney Holen has indicated the planning for CRP contracts will be done by an outside vendor.

EQUIP Cost Share Program: The District could piggy back on cost share. Discussion on the Moose River Project. Bill, Jay, Larry and Ray will set up date to meet regarding this project.

District Manager Report:

Motion made by Ruth Trask to accept the letter dated October 12, 2010 from the County Attorney that the District could not make payment for a transition check to Mr. Stensing for his two week holdback requirement. Jay Frenzel seconded the motion. Voting on the motion:

Jay Frenzel	Yes
Ruth Trask	Yes
Jerome Geerdes	Yes

Motion approved and carried 3 to 0.

Jerry Stensing's step increase: All the required paper work has been turned into the payroll department.

District Manager reported that SWCD has 2 vehicles insured with MCIT; Jerry's vehicle and one backup vehicle since Jerry's is an older one. In the spring will be looking to update Jerry's vehicle and will reduce the vehicles to one.

SWCD received a grant from BWSR in the amount of \$6,000 to replace an imminent health threat septic system for a Beltrami County resident who could not afford to replace it. **Ruth Trask made motion to approved SWCD Chair to sign the grant approval. Jay Frenzel seconded the motion. Voting on the motion:**

Jerome Geerdes	Yes
Jay Frenzel	Yes
Ruth Trask	Yes

Motion approved and carried 3 to 0.

OB Wells: Contract is with DNR. They are reducing the number of wells down from 17 to 14 wells.

Next meeting date is November 18, 2010 at 9:00 a.m. in the County Board Commissioners Conference Meeting Room. **Motion made by Jay Frenzel to direct manager to publish ad in the newspaper. Jerome Geerdes seconded the motion. Voting on the motion:**

Ruth Trask	Yes
Jay Frenzel	Yes
Jerome Geerdes	Yes

Motion approved and carried 3 to 0.

This concluded the SWCD Meeting for October 21, 2010. **Jay Frenzel made a motion to officially adjourn. Ruth Trask seconded the motion. Voting on the motion:**

Jay Frenzel	Yes
Ruth Trask	Yes
Jerome Geerdes	Yes

Motion approved and carried 3 to 0.

Next meeting scheduled for November 18, 2010 at 9:00 a.m.

Recording Secretary

Date