

# SOIL AND WATER CONSERVATION DISTRICTS

“Helping bring YOU clean water”



Murray SWCD

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## Supervisors

### Chair

Gary Brinks  
District II  
(507) 763-3775

### Vice Chair

Shannon Cohrs  
District III  
(507) 380-0997

### Secretary

Mona Henkels  
District IV  
(507) 360-6348

### Treasurer

Roger Steinman  
District V  
(651)230-4489

### PR & I

Paul Posthuma  
District I  
(507) 879-3102

## Staff

District Manager  
Howard Konkol

District Secretary  
Shelly Lewis

District Technician  
Craig Christensen

## Members Present:

Gary Brinks- Chairman  
Shannon Cohrs-Vice Chairman  
Mona Henkels-Secretary  
Paul Posthuma-P.R.&I.

## Members Absent:

Roger Steinman-Treasurer

## Others Present:

Howard Konkol-District Manager  
Craig Christensen-District Technician  
Shelly Lewis-District Secretary  
Brian Christensen-DC  
Bob Moline-County Commissioner

The meeting was called to order at 2:35 p.m.

**Additions to Agenda:** The chairman asked if there were any additions to the agenda. Signing the 2015 Conservation Delivery Final Financial Report was added.

**Minutes of December 10, 2015:** A motion was made by Brinks seconded by Henkels to approve the December 10, 2105 Minutes.

Affirmative-Unanimous  
Opposed-None  
Motion carried.

The monthly Statement of Treasurer was read and filed for audit.

**Salaries:** A motion by Cohrs seconded by Henkels to approve Supervisor's vouchers, Murray SWCD salaries for December, 2015.

Affirmative-Unanimous

Opposed-None

Motion carried.

**County Commissioner Report:** Moline reported they would be interviewing for the County Ditch Inspector job. They have done interviews for the Assessor/Secretary position. The committees have stayed the same for the County Commissioners for 2016. They County Commissioners approve an in grade step in wages increase plus a 2% COLA for all employees.

**DC Report:**

ENGINEERING: Need cultural resources evaluation be before starting any engineering projects.

EQIP: There are 14 EQIP applications to date. Only high priority applications will be funded in the first round.

1026/spot-checks: No more wetland determinations for field staff. All wetland determinations will be made by area wetland staff.

Conservation Stewardship Program (CSP): Making CSP payments. Brian estimates 30 more payments yet to be made. There are 35 CSP applications for 2016 and 32 CSP contracts will expire in 2016.

NRI: The NRI is almost done.

EEO/CIVIL RIGHTS: Brian was appointed as the new CHAIR For the Civil Rights Committee.

**Election of Officers:** A motion was made by Cohrs seconded by Brinks to have the following officers for 2016:

Chairman: Gary Brinks

Vice Chairman: Shannon Cohrs

Secretary: Mona Henkels

Treasurer: Roger Steinman

P.R.&I.- Paul Posthuma

Affirmative-Unanimous

Opposed-None

Motion carried.

**Code of Ethics & Conflict of Interest:** The Supervisors reviewed and signed the code of ethics & conflict of interest.

**2016 Committee Assignments:** A motion was made by Henkels seconded by Brinks to approve the following for 2016:

2016 committee assignments:

Local Comprehensive Water Plan- Paul, Gary (alternate)  
Heron Lake Watershed-Mona, Howard (alternate)  
SW Prairie Joint Powers Organization-Paul, Shannon (alternate)  
State Revolving Fund-Gary, Howard (alternate)  
Personnel Committee-Roger and Mona (alternates: Gary, Shannon, Paul)  
RCRCA-Paul, Shannon (alternate)

**Capitalization Threshold & Depreciation:** A motion was made by Brinks seconded by Henkels to use straight line depreciation and set the capitalization at \$1,000.00 for the Murray SWCD.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Designate Financial Depository for 2016:** A motion was made by Henkels seconded by Cohrs to use Minnwest Bank as the Murray SWCD depository for 2016.

Affirmative-Unanimous

Opposed-None

Motion carried.

**2016 Mileage:** The 2016 mileage reimbursement rate as set by the IRS is 54 cents/mile.

**Capacity Funds:** The Board discussed what to do with the 2016 Clean Water Fund SWCD Local Capacity Services Grant. A motion was made by Cohrs seconded by Brinks to use the \$100,000 as follows:

Shared services for FTE TSA Tech: \$45,700.00

GIS License for 3 computers:\$4,500.00

Buffer Cost Share program: \$24,900.00

Half time FTE Technician position: \$24,900.00

Affirmative-Unanimous

Opposed-None

Motion carried.

**Decide on use of Buffer Funds & Ag Certainty Funds:** The Board discussed what to use the Buffer & Ag Water Quality Certainty funds for. A motion was made by Cohrs seconded by Henkels to use the \$30,000.00 buffer & \$6,000.00 Ag water quality certainty funds as follows:

Buffer Grant: maps & handouts at Murray County fair

Ag Water Quality Certainty Grant: promotional items, meetings, ads, staff time.

Affirmative: Unanimous

Opposed-None

Motion carried.

**Contract for Services:** A motion was made by Cohrs seconded by Brinks to have the Chairman sign the contract for services "Southwest Prairie TSA-Shared Engineering Technician", between the SW Prairie TSA and the Murray SWCD.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Rain Gauge Monitor Token of Appreciation:** A motion was made Henkels seconded by Cohrs to purchase 13-\$25.00 gift certificates to Jim's Market for the Murray SWCD's Volunteer Rain Gauge Monitors.

Affirmative-Unanimous

Opposed-None

Motion carried.

**2016 District Capacity Grant:** A motion was made by Cohrs seconded by Henkels to sign the FY 2016 State of Minnesota Board of Water and Soil Resources Clean Water Fund SWCD Local Capacity Services Grant Agreement.

Affirmative-Unanimous

Opposed-None

Motion carried.

**DRAP-Phase 2 Cost-Share reimbursement:** A motion was made by Henkels seconded by Brinks to approve payment voucher:

James Bose	DR2-01	Sediment Basins	FY16 DRAP-Phase2	\$18,601.50
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Technical Sign Off: (NRCS)

Affirmative-Unanimous

Opposed-None

Motion carried.

**Legislative Briefing and Day at the Capitol:** Konkol informed the Board of MASWCD 2016 Legislative Day at the Capitol on March 21-22, 2016. A motion was made by Henkels seconded by Brinks to approve Supervisors and Employees attending the Legislative Briefing & Day at the Capitol with overnight stay.

Affirmative-Unanimous

Opposed-None

Motion carried.

**2015 Murray SWCD Conservation Delivery:** A motion was made by Henkels seconded by Brinks to approve signing the 2015 Murray SWCD Conservation Delivery Final Financial Report.

Affirmative-Unanimous

Opposed-None

Motion carried.

**Bills:** A motion by Henkels seconded by Brinks to pay 12 Murray SWCD bills in the amount of \$33,305.69 for January and 9 Murray SWCD bills in the amount of \$1,449.33 from December.

Affirmative-Unanimous

Opposed-None

Motion carried.

The Chairman adjourned the meeting at 3:50 p.m.

**Next Meeting:** February 11, 2016.