

Carlton County Soil and Water Conservation District

Regular Monthly Board Meeting Minutes

Date: Monday December 14, 2009

Location: SWCD office at 115 5th St. South, Carlton

Chair Dahl called the meeting to order at 4:00 p.m.

Roll Call:

Present

Absent

Staff

Present

Barb Dahl
Merrill Loy
Kim Samuelson
Larry Sampson
Mark Thell

Brad Matlack
Kirstin Swenson
Kelly Smith
Lu Olean
Danny Weber

The pledge of allegiance was said.

Matlack requested that Bill Hunt's retirement be added to Correspondence and Clean Water Council be added to New Business.

**M/S Thell/Loy to approve agenda.
Motion carried unopposed**

**M/S Sampson/Loy to approve the November 9, 2009 minutes.
Motion carried unopposed**

**M/S Loy/Thell to receive Treasurer's report for November 30, 2009.
Motion carried unopposed**

Guests & Visitors:

None

NRCS:

Dan Weber discussed with the Board the new FOIA Cooperative Working Agreement that would comply with provisions of Section 1619. Thell questioned the wording of "Land Owner" verses "Land Occupier". Weber stated that the word "producer" would cover non-landowners in the document. Questions were asked about sharing information. The Board and Staff wanted explanations in certain areas. Weber will have clarification at the next meeting.

Weber updated the Board on Cooperators assisted in October and November. He informed the Board that the Winter Grazing Workshop will be held January 19th and 20th in Staples. Thell, Matlack and Weber set the 2010 EQUIP LWG meeting for January 26th at 9:30 in the SWCD meeting room.

He also informed the Board on Drainage Water Management, Discrimination Statement, Board Diversity. He discussed the Memorandum of Understanding Between USDA and Carlton County, which the Board agreed to and Chair Dahl signed.

Cost Share Contracts:

None

Cooperators Agreements:

Smith informed the Board that Luke and Donna Lekander who own 5 acres on Hanging Horn in Barnum Township (District 5) have a pond that needs grade stabilization and want to be Cooperators.

**M/S Loy/Thell to accept Luke and Donna Lekander in Barnum Township as Cooperators
Motion carried unopposed**

Correspondence:

Matlack passed around an invitation for Bills Hunt's retirement party that will be held Tuesday, December 22nd at the NRCS office in St. Paul. Loy suggested that Matlack write a letter on behalf of the Carlton SWCD. Board members read all other correspondence prior to the meeting. No one had any questions, concerns or comments.

Old Business:

Matlack and the Long Range Planning Committee (Thell and Sampson) brought the Board up to date on the Comprehensive Plan for 2010 through 2014. Loy was pleased with the plan and said it was very workable and realistic.

M/S Loy/Samuelson to accept the Comprehensive Plan for 2010 through 2014.

Motion carried unopposed

Matlack updated the Board on the Rural Preserves Property Tax Program (RPPTP). Landowners have until May 1, 2010 to enroll in the program. After much discussion the Board would like Smith to write the plans and Matlack to approve them. Matlack will meet with County Assessor Marci Morland. Matlack along with Smith will have an update for the Board at the next Board meeting.

Matlack wanted the Board to see where the 2009 Envirothon contributions came from. He stated with Olean's help we collected over \$1,000.00.

Prior to the meeting Olean handed out a Non-Payment Policy to the Board that Samuelson had revised. Loy requested that number three be changed to... the phone call will come from the District Manager. The Policy will read as follows:

Non-Payment Policy

The District Board authorizes the District Manager to follow these steps in recouping monies payable to the SWCD.

1. Initial bill sent upon completion of work.
2. After 30 days - if no payment is received, a second billing will be mailed with a reminder attached.
3. After 45 days - if no payment is received, a phone call will be placed to client by the District Manager
4. After 60 days (2 months) - if no payment is received, a formal letter will be sent from the District Manager informing the customer that this matter will be sent to the County Attorney's office if payment is not received within 30 days.
5. After 90 days (3 months) - if no payment is received, the District will have the County Attorney draft a letter and send to client.
6. After 120 days (4 months) - if no payment is received, the Board will decide whether to take client to small claims court (\$75.00 filing fee) to get judgment.

M/S Loy/Sampson to approve the Non-Payment Policy.

Motion carried unopposed

New Business:

Matlack asked the Board to turn in their sheets on committee assignments. The Personal Committee (Dahl and Loy) will meet before the next Board meeting to discuss and assign officers for 2010.

Matlack explained to the Board his vision of forming a "Carlton Clean Water Council". It would consist of representatives from various government agencies and the private sector. It would be an advisory group to the SWCD and will assist in identification of conservation project priorities for the SWCD. Board members thought it was a good idea and told Matlack to explore it further.

Matlack and Samuelson will be meeting with Dana Raines on Thursday December 17th to discuss Bio Mass, Carlton County Water Plan, building issues and more. Thell will be attending the Organic Conference also.

M/S Loy/Thell to set the next Board meeting for January 11th at 4:00 in the SWCD office.

Motion carried unopposed

Outside Organization Issues:

None

Other Business:

Discussion was held on grants applied for and what is available.

With no further business

M/S Thell/Sampson

Motion carried unopposed

Meeting adjourned at 6:00 p.m.

Submitted by: Lu Olean

Date Approved: January 11, 2010

Chair: Barbara Dahl

Secretary: Mark Thell