

TRAVERSE SWCD JANUARY 2024 BOARD MEETING MINUTES

The meeting was called to order at 4:00 p.m. on Thursday, January 11, 2024 by Chairperson Chester Raguse.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

Supervisors present: Greg Hoppe, Chester Raguse, Jeff Peterson, Dennis Zimbrick. Absent: Doug Frisch. Staff and others present: Sara Gronfeld, Trudy Determan, Bruce Johnson, Jerod Lennox, Tate Serocki, and NRCS Acting District Conservationist Cole Montgomery.

Approve Agenda

A motion was made by Hoppe, second by Peterson to approve the agenda. Motion carried unanimously.

Reorganization

A motion was made to reorganize by Zimbrick, second by Hoppe. Motion carried unanimously. Zimbrick assumed the role of chairperson and lead the meeting.

Committee

A list of committee delegations was mailed with the agenda packet. There were no changes from the delegations made in 2023.

Minutes of the December Meeting

A motion to accept the minutes was made by Hoppe, second by Peterson and carried unanimously.

December Treasurer's Reports

A motion to approve the December treasurer's report was made by Raguse, second by Peterson and carried unanimously.

Correspondence

Gronfeld circulated the correspondence folder. She mentioned the campaign finance reports that need to be submitted by all elected officials. The reports can be submitted online. There is an upcoming supervisor training on February 15 in Fergus Falls. All Supervisors are encouraged to attend.

NRCS Field Office Report

Cole Montgomery is the acting District Conservationist travelling over from Pope County. He delivered and update about several programs that the agency has been working on.

District Technical Manager

Johnson reported on tree plans. Raguse made a motion to move forward with the agreement, second by Peterson, contingent upon getting the grant. Motion carried.

A motion was made by Hoppe to go ahead with the list of things to purchase, second by Peterson. Motion carried.

Johnson mentioned there have been some issues with a few of the light fixtures in the building. He received a quote to replace the ballasts in the main floor office spaces with LED. After a rebate is applied from Ottertail Power Company, the project was quoted to cost \$2,013. There was additional discussion about replacing the outdoor lights on the building in addition. A motion to proceed with the project including the replacement of outdoor lights was made by Raguse, second by Hoppe and carried unanimously.

A motion was made by Raguse to approve a cost share contract for a field windbreak, second by Hoppe. Motion carried.

Jason Beyer \$3,979.69 SHCS-23-05

District Conservation Technician

Lennox reported on his activities in December and January.

District Conservation Technician

Serocki reported on his activities including training for his new responsibilities with engineering services.

Office Report

Gronfeld offered a brief update about her work on RIM easement processing and other grant programs. She attended the county board meeting on January 2 and provided an update. The One Watershed One Plan process is nearly complete for the Upper Minnesota River Watershed plan. Reporting for the Bois de Sioux plan funding will be wrapped up in January along with other grant reports.

Personnel Policy Update

A motion was made by Hoppe to approve the insurance reimbursement rate for employees choosing additional wages in lieu of insurance. The rate will be 50% of the District's expenses for insurance for family or single policies, whichever would apply. The motion was seconded by Raguse and approved unanimously.

Audit Engagement

A motion was made by Raguse to approve Johnson and Roggenbuck to prepare the 2023 Audit, second by Peterson and approved unanimously.

IRS Mileage

A motion was made by Raguse to use the IRS mileage rate which increased to 67 cents per mile, second by Peterson and approved unanimously.

Nonstructural Policy Update

A motion was made to increase to the maximum acreage per contract to 320 by Raguse, second by Peterson and approved unanimously.

February Meeting Date

The February meeting will be held on Thursday, February 8, at 7:30: a.m.

Other Business

There was no other business.

Adjourn

A motion was made by Peterson, second by Raguse to adjourn the meeting at 5:17 p.m. Motion carried unanimously.

DISTRICT SECRETARY

DATE