

Pomme de Terre River Association
Joint Powers Board Meeting
MINUTES
January 9th, 2015
USDA-ARS Soils Lab, Morris

Board members present: Keith Swanson, Rod Wenstrom, John Lindquist, Jerry Johnson, Joe Fox, Dave Lonergan, Clint Schuerman, Jeanne Ennen.

Others present: Chris Staebler & Matt Solemsaas, Stevens SWCD; Brad Mergens, Joe Montonye, TAC representatives; Jared House, Watershed Coordinator.

Chair Swanson called the meeting to order at 9:30 a.m.


- I. John Lindquist moved to approve the Agenda as amended. Second by Jerry Johnson. Passed unanimously.
- II. The minutes from the past meeting were approved unanimously on a motion by Jerry Johnson and second by Clint Schuerman.
- III. Because of changes related to the Affordable Care Act, the guidelines by which the association pays a health insurance stipend to its employees have changed. Jared checked into options available under the ACA. Rod Wenstrom moved to revise the Employee Handbook to reflect the changes in the health insurance reimbursement. Second by John Lindquist. Motion passed unanimously. A monthly stipend will be paid to employees, subject to tax withholding as any other salary would be.
- IV. Jeanne Ennen moved to approve the Treasurer's Report and bills to pay. Second by Dave Lonergan. Passed unanimously. John Lindquist moved to approve hiring Peterson Company Ltd to complete the 2014 year-end financial statements, for \$650. Second by Jerry Johnson. Passed unanimously.
- V. Grant Updates
 - a. 2012 Clean Water Fund Grant
 - i. All funding from this grant was spent prior to the end of the grant period. Grant closeout reporting will be completed in elink by the deadline, 30 days after the grant expiration. The final report will be available at the next meeting.
 - b. Jared gave a 2013 Clean Water fund grant update. This grant goes through the end of 2015.
 - c. Jared gave a 2014 Clean Water fund grant update. Half the amount requested was received, so this funding should be able to be used in a timely manner.
 - d. The 2013 Clean Water Partnership Grant
 - i. Jared has been continuing to speak with MPCA contracts regarding obtaining the required match for this grant.

- e. There is a project that was funded through the fecal 319 grant that is being cancelled by the landowner. Jared has been talking to the MPCA to find out what can be done with the funding that is being returned (100% of incentive paid, per the contract).
- VI. Brad and Joe M gave a TAC update. They are working on some contracting issues as well as some upcoming projects. We should receive tentative word within the next week on whether or not the group will be awarded a 2015 Clean Water Fund grant.
- VII. Jared gave a written Coordinator Report. He has been updating the project checklists SWCDs are required to submit with project payment requests. Based upon changes with BWSR time tracking and accountability, Jared will be holding a meeting in early February. Attendance will be required by any staff working on project files, so that submissions are more consistent and everyone is aware of what's required. Judy Johnston, State Envirothon Coordinator, asked Jared to assist with the state event in May in Cloquet. Joe Fox moved to approve Jared attending the State Envirothon on May 18 if his expenses are paid by the Envirothon. Second by Jeanne Ennen.
- VIII. No agencies were present to give reports. Jared reported that Paul Wymar will be the MPCA contact for our group going forward.
- IX. Annual association reorganization
- a. Joe Fox moved to set a monthly meeting on the second Friday of each month, at 9:30 a.m. November through March and 9:00 a.m. April through October, at the ARS Soils Lab in Morris. Second by John Lindquist. Passed unanimously.
 - b. Clint Shuerman moved to authorize payment of bi-weekly payroll. Jerry Johnson seconded. Passed unanimously.
 - c. Jeanne Ennen moved to set standard mileage reimbursement rate to coincide with the federal rate for the year, currently \$0.575 per mile. Second by John Lindquist.
 - d. Clint Schuerman moved to designate Riverwood Bank in Morris as the official depository of the PDTRA. Second by Rod Wenstrom; motion passed unanimously.
 - e. Rod Wenstrom moved to designate the Grant County Herald as the official newspaper for legal notices. Seconded by John Lindquist, the motion passed unanimously.
 - f. Jerry Johnson moved to approve check signing authority to Paul Groneberg, Keith Swanson, Clint Shuerman, Jeanne Ennen, Jared House, and Chris Staebler. Second by Rod Wenstrom. Passed unanimously.
 - g. Jeanne Ennen move to allow Jared House, Watershed Coordinator, or his successor, to sign off on grant documents on behalf of the JPB (excluding new grant agreements), prior to board approval if necessary. Second by Joe Fox. Passed unanimously.
 - h. Chair Swanson appointed the following committee members.
 - i. Budget: Chair (Swanson), Vice Chair (Schuerman), Secretary/Treasurer (Gronberg), two county commissioners (Ennen, Lindquist), fiscal agent representative (Staebler), TAC chair (Mergens), PDT Watershed Coordinator (House).

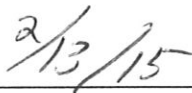
- ii. Personnel: Chair (Swanson), Vice Chair (Schuerman), Secretary/Treasurer (Groneberg), four county commissioners (Swift, Big Stone, Douglas & Stevens), TAC chair (Mergens), host representative (Solemsaas), SWCD rep (Paul Barsness).
 - iii. Policy: full board.
- X. Two DNR representatives gave a presentation to the TAC about the Marsh Lake restoration project. Jared showed the video presentation about the project to the board.
- XI. **The next meeting will be held on February 13 at 9:30 a.m.** The personnel committee will meet prior at 8:30 to conduct Jared's annual review. Jared will ask Karen Terry to present to the group at a future meeting. The board will look at the slideshow from the fly-over tour of the watershed at the next meeting.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,



Paul Groneberg, Secretary/Treasurer



Date

