



PENNINGTON SWCD BOARD MEETING

**(Held at the American Legion
and via Zoom Video Conferencing
Due to Covid-19 and Governor's
Peacetime Emergency Order)**

November 17, 2020

12:30 P.M.

Supervisors Present:

Ricky Peterson, Vice-Chair

Linda Hanson, Secretary

Greg Hilgeman, Treasurer

Grant Nelson, PR&I

Staff Present:

Bryan Malone, District Manager

Barb Molskness, District Coordinator

Peter Nelson, Water Plan Coordinator

Bryanna Grefthen, District Technician

Matthew Sorvig, Resource Technician

Donna Christianson, Outreach Coordinator

Jill Fejszes, Farm Bill Biologist

Nico Bennett, NRCS

Guest Present:

Zach Foley, RRVCSA Engineering Technician

Absent:

Brenda Szymanski, Chair

The meeting was held at the American Legion and via Zoom Video Conferencing. Ricky Peterson, Vice-Chair, called the meeting to order at 12:36 p.m.

Ricky completed a roll call of all supervisors and staff and asked if there were any visitors joining the meeting. All supervisors present, except for Brenda Szymanski. All staff present. Guest present, Zach Foley.

Greg made a motion, seconded by Linda to approve the revised agenda. All in favor, motion carried.

Grant made a motion, seconded by Linda to approve the October 20, 2020, meeting minutes. All in favor, motion carried.

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Barb reviewed the October 2020 Financial Report. **Grant made a motion, seconded by Greg to approve the October 2020 Financial Report. All in favor, motion carried.**

Linda made a motion, seconded by Grant to approve payment of the following bills:

Chase Card Service	\$ 475.14
RMB Labs	\$ 912.00
Verizon	\$ 50.16
Peterson Company Ltd	\$ 2,825.00

All in favor, motion carried.

Barb reviewed the 2019 audit with the Board. A Fund Balance decrease of \$1,228.20 was recommended due to a change in salaries payable for the end of the year. After adjustments were made, the new 2019 Fund Balance is \$338,339.00. **Greg made a motion, seconded by Grant to approve the 2019 audit as presented by Peterson Company LTD. All in favor, motion carried.**

Linda made a motion, seconded by Greg to pay the MDA 2021 Nursery Stock Dealer Certificate renewal of \$350.00. All in favor, motion carried.

Grant made a motion, seconded by Linda to pay the following percent-based Buffer Cost-share contract:

BFY18-77	Kyle Mehrkens	\$ 3,799.14
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All in favor, motion carried.

Greg made a motion, seconded by Grant to pay the following percent-based Buffer Cost-share contract:

BFY18-93	Kevin Wilde	\$ 893.09
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All in favor, motion carried.

Greg made a motion, seconded by Grant to make a partial payment on Pennington County contract CWF16-01 in the amount of \$10,500.00 for SWIs installed on the CD96-21-16 Project contingent upon the invoice being corrected to reflect that amount. All in favor, motion carried.

Bryan Malone, District Manager, submitted his resignation to the Board effective November 30, 2020. He proposed working one day per week for Pennington SWCD through the transition and eLINK reporting period. **Grant made a motion, seconded by Linda to accept Bryan Malone's letter of resignation effective November 30,**

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2020, changing his regular full-time status to intermittent for hours worked during the transition and reporting period. All in favor, motion carried.

Clarification about COVID-19 leave was discussed. When paid leave is required due to a COVID-19 cause, employees should code their time to administrative leave.

The Personnel Committee (Grant, Linda, and Bryan) will meet on Monday, December 14th, at 10 a.m. Venue to be determined.

Bryan discussed the revenues and expenses of the 2020 Tree Program. He will review this information and present a recommendation for new pricing at the December meeting.

The MASWCD Convention will be held virtually this year on Tuesday, December 8th, from 9 a.m. until noon. More information regarding the event is expected shortly.

Some possible ideas for the 2021 Planning Meeting are:

- Reorganization of staff duties
- History training for new supervisors and staff
- NRCS and federal conservation programs under a new president
- Two new county commissioners

Linda made a motion, seconded by Grant to purchase \$30 Hugo's gift cards for the rainfall monitors. All in favor, motion carried.

Linda made a motion, seconded by Greg authorizing Peter to award a \$50.00 cash prize to the Science Fair candidate that relays the best conservation message in their project. All in favor, motion carried.

Bryan talked about getting prices and possibly purchasing some new pieces of equipment before the end of the year:

- A copier/scanner/printer for the Drainage Database Project
- A new ¾ or 1-ton pickup
- A large screen television with computer hookup

The Board reviewed the employee and NRCS reports. There were no questions.

No new correspondence to review.

Other:

- Matt Sorvig presented a drone video and pictures of work being completed on the CD96 Outlet Project.

- Congratulations to our newly elected and reelected supervisors.

- The county sent out the first Administrative Penalty Order (APO) to Dennis McCullough. He has 30 days to appeal. Dennis has requested information and documents regarding this.

The next Board meeting will be held on Tuesday, December 15th. Venue to be determined.

Greg made a motion, seconded by Linda to adjourn. All in favor, motion carried.

The meeting adjourned at 2:53 p.m.

Linda Hanson, Secretary