



**PENNINGTON SWCD BOARD MEETING
(USDA/SWCD Conference Room)**

February 20, 2025

9:00 A.M.

Supervisors Present:

Kevin Wilde, Chair
Ricky Peterson, Vice Chair
Greg Hilgeman, Treasurer
Tom Wold, Secretary
Linda Hanson, PR

Staff Present:

Peter Nelson, District Manager
Donna Christianson, District Coordinator
Kari Moyer, Assistant District Coordinator
Larissa Fitzgerald, District Technician
Bryanna Grefthen, Water Resource Specialist
Marisa Newton, Outreach Coordinator
Logan Handyside, Engineer
Justin Muller, Engineering Technician
Matt Sorvig, Conservation Technician

Absent:

Nico Bennett, NRCS District Conservationist
Taylor Leback, Pheasants Forever

The meeting was held at the USDA/SWCD Conference Room. Kevin Wilde, Chair, called the meeting to order at 9:05 a.m. Kevin completed a roll call of all supervisors and staff.

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

Greg made a motion, seconded by Tom, to approve the January 16, 2025, meeting minutes. All in favor, motion carried.

Donna presented the 2024-year end balance sheets. Greg made a motion, seconded by Ricky to accept the revision of CD #6528 at a total of \$5,465.82 additional funds. All in favor motion carried.

Donna presented the January 2025 financial report. The January and February balance sheets will be presented at the March board meeting. Linda made a motion seconded by Ricky, to approve the January 2025 financial report. All in favor, motion carried.

Greg made a motion, seconded by Ricky to approve payment of the following bills:

Office of MNIT Services	\$61.27
Sjobergs	\$66.95
Lakes Country Service Co-op	\$646.48
Chase Card Service	\$1,776.96
Marco	\$64.14
Office of MNIT Services	\$59.48
Verizon	\$105.76
Pennington County Auditor	\$15.00
Speed's Auto	\$375.45
Times	\$46.00

All in favor, motion carried.

Peter presented the amended Non-Structural Land Management Policy. Tom made a motion, seconded by Linda to approve the amended Non-Structural Land Management Policy. All in favor, motion carried.

Peter presented the amended Employee Policy Handbook. Linda made a motion, seconded by Ricky to approve the amended employee handbook. All in favor, motion carried.

Peter presented the native mussel agreement of services with Edge Aquatic Services. The total cost range for services is \$1,530 to \$4,160. Tom made a motion, seconded by Greg to enter into the agreement.

Tom made a motion seconded by Ricky to approve the pay equity report. All in favor, motion carried.

Donna presented the 2025 billing rates. Greg made a motion, seconded by Linda to approve the 2025 billing rates retroactive to pay period one (1). All in favor, motion carried.

Tom made a motion, seconded by Greg to accept the audit quote from Pederson Company LTD for \$5,000. All in favor, motion carried.

Bryanna presented the 2025 AIS Budget. Curt Quesnell's NCOR Guide Service annual proposal for \$3,000 and Linder Angling Buzz for \$400 was presented. It was decided to go with paper license holders and approve a \$3,000 budget for AIS promotional items. Linda made a motion, seconded by Ricky to accept the proposed 2025 AIS Budget. All in favor, motion carried.

Bryanna presented the quote for the DR300 Pocket Colorimeter for \$940.55. Ricky made a motion seconded by Greg to approve the purchase of the DR300 Pocket Colorimeter, reagents, standards, and personal protective equipment. All in favor, motion approved.

Linda made a motion, seconded by Tom to purchase project signs from Printing Plus in TRF. All in favor, motion carried.

Greg made a motion, seconded by Ricky to approve the poster contest winner prizes at \$50 for individual and \$100 for murals. All in favor, motion carried.

Greg made a motion, seconded by Linda to approve the purchase of a new computer from Lakes Country Services Cooperative for \$1,859. All in favor motion carried.

Ricky made a motion, seconded by Tom to approve the purchase of North Pod field supplies with an estimated expense of \$ All in favor, motion carried.

Greg made a motion, seconded by Linda to concur with Conservation Planner Level 1 Designation for Peter. All in favor, motion carried.

Greg made a motion, seconded by Linda to approve a \$2,000 budget for promotional items for 2025. All in favor, motion carried.

Northern State Bank needs an updated signature form signed by Kari for their files. The document authorizes the individual to be one of the approved signers of financial documents on behalf of the Pennington SWCD. Ricky made a motion, seconded by Linda to grant Kari signing permissions. All in favor, motion carried.

Employee reports were reviewed.

NRCS report was reviewed.

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

The Board received a thank you card from Dennis Kainz for their rain monitor gift and NACD for Gold Membership dues.

Linda made a motion, seconded by Ricky to adjourn.

The meeting adjourned at 11:56 am.

February 20, 2025 – Minutes

The next board meeting will be held at the SWCD/USDA conference room on March 20, 2025, at 9:00 am.

Tom Wold, Secretary