



**PENNINGTON SWCD BOARD MEETING  
(Held at the USDA/SWCD Meeting Room and  
Via Zoom Video Conferencing)**

**August 17, 2023  
9:00 A.M.**

**Supervisors Present:**

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

**Staff Present:**

Peter Nelson, District Manager  
Barb Molskness, District Coordinator  
Bryanna Grefthen, Water Resource Specialist  
Larissa Fitzgerald, District Technician  
Erika Olson, Resource Technician  
Donna Christianson, Outreach Coordinator  
Logan Handyside, Engineer  
Justin Muller, Engineering Technician  
Nico Bennett, NRCS (via Zoom)  
Micah Ranum, Farm Bill Biologist

**Guest:**

Grant Nelson, Ag Services Coordinator  
Jayce Sands, Long Lake Conservation Camper  
Owen Ranum, Long Lake Conservation Camper

**Absent:**

ADawn Nelson, Vice-Chair

The meeting was held at the USDA/SWCD Meeting Room and via Zoom Video Conferencing. Linda Hanson, Chair, called the meeting to order at 9:09 a.m. Linda completed a roll call of all supervisors and staff and welcomed guests.

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

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Jayne Sands and Owen Ranum reported on the activities they took part in at Long Lake Conservation Camp. The boys said they had a great time and would definitely attend the camp again. They thanked the Board for sponsoring them.

**Greg made a motion, seconded by Ricky to approve the July 20, 2023, meeting minutes. All in favor, motion carried.**

Barb reviewed the July 2023 Financial Report. **Kevin made a motion, seconded by Ricky to approve the July 2023 Financial Report. All in favor, motion carried.**

Peter reviewed the second Quarter North Pod Report. Engineering services billing is higher than budgeted and general admin lower than budgeted.

Barb reviewed current interest rates for the CD that expired on 8/17/23 at Northern Bank. After some discussion, **Greg made a motion, seconded by Kevin to cash in expired CD #7952 at Northern Bank and purchase a new 5.25% 12-month CD Special at Border Bank in the amount of \$50,000.00. All in favor, motion carried.**

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

|                                    |                    |
|------------------------------------|--------------------|
| <b>Sjoberg's</b>                   | <b>\$ 66.95</b>    |
| <b>CDW Government</b>              | <b>\$ 60.31</b>    |
| <b>School Specialty</b>            | <b>\$ 344.80</b>   |
| <b>Pheasants Forever</b>           | <b>\$ 6,500.00</b> |
| <b>RMB Labs</b>                    | <b>\$ 1,552.91</b> |
| <b>Verizon</b>                     | <b>\$ 95.68</b>    |
| <b>Chase Card Services</b>         | <b>\$ 1,553.89</b> |
| <b>Smoke on Wheels, LLC</b>        | <b>\$ 527.00</b>   |
| <b>Cookies by Kat</b>              | <b>\$ 48.00</b>    |
| <b>Triangle Coach Service</b>      | <b>\$ 900.00</b>   |
| <b>Logan Handyside</b>             | <b>\$ 52.05</b>    |
| <b>TRF Times</b>                   | <b>\$ 249.03</b>   |
| <b>Myron Corp</b>                  | <b>\$ 437.60</b>   |
| <b>Minnesota IT Services</b>       | <b>\$ 59.75</b>    |
| <b>Lakes Country Service Co-op</b> | <b>\$ 467.74</b>   |

**All in favor, motion carried.**

**Greg made a motion, seconded by Ricky to pay the following percent-based Soil Health Cost-Share contract:**

**SHCS\_23\_01 \$4,042.35**

**All in favor, motion carried.**

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**Ricky made a motion, seconded by Kevin to pay a partial payment on the following percent-based Clean Water Fund contract for the CD96 Phase 2 Project contingent on the County Board Chair's signature:**

**FY21CWF-01     \$221,648.54**

**All in favor, motion carried.**

**Greg made a motion, seconded by Kevin to approve the following percent-based Subsurface Sewage Treatment System Upgrade Grant contract for a mound system:**

**SSTS FY23-03     \$12,271.66**

**All in favor, motion carried.**

**Ricky made a motion, seconded by Kevin to approve the following percent-based State Cost-share contract for streambank and shoreline protection:**

**FY23-01     \$8,261.25**

**All in favor, motion carried.**

**Ricky made a motion, seconded by Greg to approve the following percent-based Clean Water Fund Thief River Grade Stabilization Cost-share contract for three SWI's:**

**TRSWI\_FY20-06     \$7,875.00**

**All in favor, motion carried.**

**Greg made a motion, seconded by Kevin to approve the following percent-based Riparian Aid Cost-share contract for one SWI's:**

**RA23\_01     \$2,625.00**

**All in favor, motion carried.**

**Peter reviewed the proposed 2024 budget with the Board. Motion by Greg, seconded by Ricky to approve the proposed 2024 Budget. All in favor, motion carried.**

Peter reviewed the proposed North Pod Equipment upgrades list with the Board.

- **Greg made a motion, seconded by Kevin to purchase a Tri Drone from Frontier Precision. All in favor motion carried.**
- **Ricky made a motion, seconded by Kevin to sell the following equipment on the St. Hilaire online auction with no reserve:**
  1. **The 2004 Chevy 1500 extended cab with topper**
  2. **The enclosed trailer**
  3. **The Arctic 400 ATV and aluminum trailer**

**All in favor, motion carried.**

- **Ricky made a motion, seconded by Kevin to reinvest the proceeds from the online auction into a computer upgrade for Logan. All in favor, motion carried.**

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**Ricky made a motion, seconded by Kevin to purchase four Dell Precision 7680 laptop computers to replace the current desk top computers used for NRCS. All in favor, motion carried.**

**Greg made a motion, seconded by Kevin to apply for an MDA Soil Health Equipment Grant that would cover 50% of the cost to purchase a no till drill. All in favor, motion carried.**

**Kevin made a motion, seconded by Greg approving an amendment to the Pennington CWMA Weed Management Cost-Share Policy that authorizes a flat rate payment per acre treated, not to exceed \$500 per contract, for domestic animals. All in favor, motion carried.**

**Ricky made a motion, seconded by Kevin approving the interim Assistant District Coordinator job description that allows for the training of a new District Coordinator. The position is offered to Donna Christianson and takes effect immediately. All in favor, motion carried.** The Personnel Committee will meet to discuss a wage increase.

**Kevin made a motion, seconded by Greg to advertise for the Outreach Coordinator position. All in favor, motion carried.**

**Greg made a motion, seconded by Ricky authorizing the staff to attend BWSR Academy at Cragun's Resort on October 24<sup>th</sup> – 26<sup>th</sup> with approval from the District Manager. All in favor, motion carried.**

Donna gave a recap of the fair, parade, and summer tour. She reported the expenses for all three events were less than budgeted. The Board felt all the events were a big success. They especially liked having the time to visit with Representative Burkel and others on the tour and during supper.

Discussion was held regarding the 75<sup>th</sup> anniversary open house. No decision was made on the actual date and time of the event, but the Board chose the second week of October to hold the event. They would also like to see either a noon lunch or early evening dinner of barbeques served. More discussion about the event will take place at the next Board meeting.

Three pictures were submitted for August's photo contest. The Board chose the sunset photo submitted by Lisa Nelson as the winner.

Employee reports were available for review.

The NRCS report was available for review.

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The Farm Bill Biologist report was available for review.

Grant Nelson's report was available for review.

Correspondence/Other

- MASWCD newsletter
- Picture of staff
- Scholarship letter from MACDE for Larissa to attend Leadership Training

The next Board meeting will be held at the USDA/SWCD Meeting Room on September 21<sup>st</sup>, at 9:00 a.m.

**Ricky made a motion, seconded by Kevin to adjourn. All in favor, motion carried.**

The meeting adjourned at 12:36 p.m.

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Kevin Wilde, Secretary