

Carlton County Soil and Water Conservation District Emergency Board Meeting Minutes

Date: Tuesday, December 27, 2016

Location: SWCD office at 808 3RD Street, Carlton MN

Present

James Nynas
Merrill Loy
Kim Samuelson
Barb Dahl
Mark Thell

Staff Present

Brad Matlack

The pledge of allegiance

Approval of Agenda – Loy asked to add time at the beginning of the agenda to address the board.
M/S Dahl/Loy to approve amended agenda. Motion carried

Loy addressed the board with some history of policies and procedures. Discussion followed.

Expenditures in excess of \$3000 from 2016 not already authorized by the SWCD Board

Drafted by Chair Nynas

I move that we pay the following invoices for purchases that were made during this past year. All of the following purchases exceed the \$3000.00 limit and should have had SWCD Board approval at the time of purchase:

Check #	Item	Cost	Account
10722	Board Room Furniture	\$4804.56	Capacity Funds
10823	Partner Room Furniture	\$3883.28	Capacity Funds
10741	Insurance/Office policy 2 vehicles & workers comp	\$3977.35	County Funds & Grant
Credit Card	Arc/GIS Concurrent License	\$3097.77	Capacity & Grant
E-Pay	Payroll Taxes	\$3264.34 \$3347.68 \$3421.34 \$3440.34 \$3419.08 \$3352.40 \$3488.32 \$3493.84 \$3470.50 \$3490.62	County Funds
10951	Blackhoof debris removal	\$58,253.42	Grant
11002	Storage shed	\$3431.71	Capacity funds

M/S Loy/Samuelson to approve payment of bills over \$3000.00 as presented. Motion carried by 4/1 (Thell opposed)

M/S Thell/Samuelson to approve payment of payroll online transactions until January 2017 regular SWCD board meeting. Motion carried.

Drafted by Chair Nynas

I moved that we approve the purchase of two vehicles, and their loans for the Carlton County SWCD office. These two vehicle purchases exceed the \$3000.00 limit and should have had SWCD Board approval at the time of purchase.

Vehicle 1 is a 2015 Jeep Patriot Sport for the price of \$17,899.99

Vehicle 2 is a 2014 Chevrolet pickup for the price of \$20,000.

Payment for both vehicles will be made by a loan through Cornerstone State Bank, 1516 Cloquet Avenue Cloquet MN 55720.

The interest rate for both vehicles will be at 4.25%. The loan maturity date for the Jeep will be 01-15-2022.

The loan maturity date for the Chevrolet pickup will be 07-20-2021.

The total interest on the Jeep will be \$2411.88. The total interest on the Chevrolet pickup will be \$2,237.98.

M/S Loy/Samuelson to approve as presented. Motion carried

Discuss year-end adjustments from SWCD Funding Pools – Manager and Board discussed draft spending summary report.

Having no further business,

**M/S Thell/Dahl to adjourn.
Motion carried**

Submitted by: Brad Matlack

Date Approved:

Chair: James Nynas

Secretary: Merrill Loy