

**Carlton County Soil and Water Conservation District**  
**Regular Board Meeting Minutes**

**Date: Monday, November 13, 2017**

**Location: SWCD office at 808 3<sup>RD</sup> Street, Carlton MN**

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

<b>Present</b>	<b>Absent</b>	<b>Staff Present</b>	<b>Guests</b>
Barb Dahl		Julie Radovich	John Sellnow - NRCS
Joe Lambert			Commissioner Susan Zmyslony
Jim Nynas			
Kim Samuelson			
Mark Thell			

The pledge of allegiance

**M/S Nynas/Thell to approve amended agenda. Motion carried**

**M/S Thell/Samuelson to approve October meeting minutes. Motion carried**

**M/S Nynas/Samuelson to accept Treasurer’s report. Motion carried**

**SWCD Financial Report**

**M/S Nynas/Thell to approve Financial report as presented. Motion carried**

**SWCD Committee Reports**

**Old Business**

Approval of revised audit invoice amount from Peterson Company, LTD.

**M/S Nynas/Samuelson to approve invoice from Peterson as presented. Motion carried**

MASWCD Convention Registration and Information – discussion

AMC update – Nynas

Legislative update - Thell

**New Business**

BWSR 2018 Capacity Grants Memo - discussion

Approve 2018 Budget

**M/S Nynas/Samuelson to approve the recommended COLA increase and a 3.5% increase for taxable fringe as presented. Approval of complete 2018 budget will be discussed at the December board meeting. Motion carried.**

**Correspondence**

Peterson CPA Letter of engagement for 2017 Year End Financial Statements – discussion. Radovich presented letter of engagement from Peterson Company LTD for year end accounting services as informational. No action required.

4H Trophy Sponsorship  
H.M. Loy Thank You

**State Erosion Control and Water Management Program**

Chad Stoskopf Practice Certification

**M/S Nynas/Samuelson to approve Stoskopf practice certification Contract Number MFR2-14.  
Final cost share payment \$2,200. Motion carried**

2012 MN Flood Relief Grant Final Financial report.

**M/S Thell/Samuelson to accept financial report as presented and approval signature by Chair.  
Motion carried.**

**SWCD Staff Reports**

**NRCS Report – John Sellnow**

**Other Business**

Schedule IT training for Board (2 hours), training set for November 15<sup>th</sup> at 3:30.

**Reports:**

Outside Organizations:

**Laurentian RC&D:** September Agenda, July Minutes

**MASWCD:** November Agenda

**Big Sandy Watershed:** November Agenda, October Minutes

**Next meeting – Monday, December 11, 2017,** in the meeting room of the Carlton County Soil and Water Conservation District at 9:30am.

Having no further business,

**M/S Nynas/Samuelson to adjourn.**

**Motion carried**

Meeting adjourned at 11:00 a.m.

Submitted by: Julie Radovich

Date Approved:

Chair: Barb Dahl

Secretary: Kim Samuelson