

MORTON COUNTY SOIL CONSERVATION DISTRICT MINUTES OF MEETING

9:30 a.m. Thursday, January 10, 2019

9:30 a.m. CDT - USDA Service Center – 2540 Overlook Lane Mandan, ND 58554

I. **CALL TO ORDER** – The meeting was called to order by Valerie Frohlich at 9:34 a.m.

II. **ROLL CALL**

Aaron	Rocky	Duane	George	Don	Chet	Zach
Val H.	Richard	Travis W.	Valerie F.			
Absent						
Tavis R.						

III. **REORGANIZATION OF MCSCS BOARD OF DIRECTORS**

a. **Appointed Supervisor**

George made a motion, seconded by Aaron to appoint Travis Wolf as appointed supervisor

Motion Carried:

Voting Aye (3)

Voting No (0)

Aaron Rocky George

b. **Appointed Supervisor**

Rocky made a motion, seconded by Travis W. to appoint Richard Tokach as appointed supervisor

Motion Carried:

Voting Aye (3)

Voting No (0)

Aaron Rocky George

c. **Chair**

Richard nominated, George second for Aaron Steckler to be chair

Aaron nominated, Travis W. second for Rocky Bateman to be chair.

Board decided to do a written ballot vote.

Aaron got three votes Rocky got two votes

Aaron Steckler is the new chairman of the board

Aaron took control of the meeting

d. **Vice-Chair**

Richard made a motion, Travis seconded to nominate Rocky Bateman

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George

Richard Travis

e. **Official Secretary**

Travis made a motion, George second to appoint Valerie Frohlich as Official Secretary

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George

Richard Travis

f. **Recording Secretary & Treasurer**

Rocky made a motion, second by Richard to appoint Valerie Frohlich as Recording Secretary & Treasurer

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

g. **Advisory Supervisors**

Richard made a motion, second by George to appoint Don Tanka, Duane Olsen, Travis Rossow as Advisory Board Members

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

h. **RC&D Representative & Area IV Representative**

Travis made a motion, second by Richard to appoint Duane Olsen as the RC&D and Area IV representative

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

i. **RDC Representative**

Richard made a motion, second by George to appoint Rocky Bateman as the RDC Representative

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

j. **RC&D and Area IV back up Representative**

Richard made a motion, second by Travis to appoint Rocky Bateman as the Back up Representative for the RC&D and Area IV

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

k. **Personnel Committee**

Richard made a motion, second by George to appoint Travis Wolf, Travis Rossow, and Val Hartman as the Personnel Committee

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

l. **Financial Committee**

Travis made a motion, second by George to appoint Aaron Steckler, Richard Tokach, and Valerie Frohlich as the Financial Committee

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

m. **Equipment Committee**

Travis made a motion, second by Richard to appoint Aaron Steckler, George Ferderer, And SCD Staff as the Equipment Committee

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

n. **OMG Board Member**

Richard made a motion, second by Rocky to appoint Travis Wolf as the OMG Board Member

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

o. **Team Member Safety Committee**

Travis made a motion, second by Richard to appoint the Board Members and SCD Staff as the Team Member Safety Committee

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

p. **Soil Health Representative**

Richard made a motion, second by George to appoint Rocky, Don and Staff as the soil health representative

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

q. **Handbook Committee**

Richard made a motion, second by Travis to appoint Rocky and SCD Staff as the handbook committee

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

r. **Multi-County Soil Health Workshop**

Travis made a motion, second by George to appoint Rocky, Don & SCD Staff to the Multi. County Health Workshop Committee.

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

s. **Women's Ag Night Committee**

Travis made a motion, second by Richard to appoint Aaron and SCD Staff to the Women's Ag Night Committee

Motion Carried:

Voting Aye (5)

Aaron Rocky George
Richard Travis

Voting No (0)

t. Scholarship Committee

Travis made a motion, second by Rocky to appoint Richard and SCD Staff to the Scholarship Committee

Motion Carried:

Voting Aye (5)

Aaron Rocky George
Richard Travis

Voting No (0)

u. Tree Pricing Committee

Richard made a motion, second by Travis to appoint George and SCD staff to the Tree Price Committee

Motion Carried:

Voting Aye (5)

Aaron Rocky George
Richard Travis

Voting No (0)

IV. MINUTES OF PREVIOUS MEETING

Discussed unable to open emails with minutes and finances to big of file. Send in three separate files.

George made a motion, seconded by Richard to approve the December 13th, 2018 meeting minutes.

Motion Carried:

Voting Aye (5)

Aaron Rocky George
Richard Travis

Voting No (0)

V. TREASURE’S REPORT – Richard made a motion, second by Travis to approve the district & 319 financial reports as submitted by Valerie Frohlich.

Motion Carried:

Voting Aye (5)

Aaron Rocky George
Richard Travis

Voting No (0)

VI. OLD BUSINESS

a. Newsletter is due January 11th.

the board asked to put new board members in the newsletter, along with scholarship info, and achievement winner.

b. Chet Zapzalka was hired as the 319 Watershed Coordinator. The personnel committee feels he can transfer to this position without being put on probation.

Travis made a motion, second by Rocky to allow Chet to transfer jobs and not have a probation period.

Motion Carried:

Voting Aye (5)

Aaron Rocky George
Richard Travis

Voting No (0)

c. Rocky made a motion, second by Richard to allow the personnel committee to hire for the District Tech position.

Motion Carried:

Voting Aye (5)

Aaron Rocky George
Richard Travis

Voting No (0)

- d. Hiring of the Intern – Three people applied all from out of state and Chet contacted them and has not heard back from any of them. Will put the job out there again on college web sites around the state.
- e. Scholarship – Repost on website, Facebook, newsletter, and schools. Application dead line is March 1st to review and decided at the next board meeting. The award will be given in April/May.
- f. Handbook – Need update from Morton County Human Resource person.
- g. Safety Book – Morton County Soil Conservation needs to have a safety handbook put in place. Richard made a motion, second by Travis to have Rocky, Val H. & SCD Staff work on it along with help from the Morton County for guide lines.

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

VII. REVIEW WORK PLAN/CALENDAR

- a. Workplan – needs a total re-do. Need to work with the state, Jim Collins, Bruce Schmidt and start working on out work plan. Possible be the test pilot for the new NDSU program they are coming out with.
Richard made a motion, second by Rocky to contact Bruce to get started on our workplan and to be their test pilot.

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

- b. Soil Health Workshop
There is a scheduled meeting to go over final touches for the Farming and Ranching for the Bottom Line, on Friday January 11th, all board members are welcome to attend. Also, reminder to anyone who wants to attend they need to RSVP.

VIII. NEW BUSINESS

- a. Personnel Report – Yearly reviews have to be done with all employees.
Richard made a motion, second by Rocky to increase their initial pay with 2% cost of living raise, retro to start of the pay period, and for the personnel committee to decide on the employee pay raise at time of review.

Motion Carried:

Voting Aye (5)

Voting No (0)

Aaron Rocky George
Richard Travis

- b. Review of Personal handbook -general employment section 9
Val H. – wanted clarification on flexible schedule. Comp time is 1 ½ times in hours not dollars. Work schedule change from 8-4:30, if it's a one-time thing Val H. approve. If it is for a long period of time the board will need to approve. Vacation Val H. can approve. Val H. can handle SCD employee requests unless it is getting abused and then the board will have to step in.
Suggested adding a section for Government shut down periods on what the SCD staff needs to do.
- c. Advisory Supervisors – We need to get more people involved on our board. Would like to see more diversity, women, younger. Suggestions to call Steph Hille and Greg Werner to see if they would be interested in sitting in on a couple meetings. Richard will contact Steph Hille and Aaron will contact Greg Werner.

IX. REPORT OF DISTRICT PROGRAMS

- a. OMG – four contracts closed, three waiting for payment, one waiting for paperwork. Continue funding through June 1st, 2020 per Connie from Grant County. Start the reapplying process this summer.

X. REPORT OF DISTRICT EMPLOYEES

- a. District Technician
 - i. Left message for Tim Kuntz to drive tractor for this planting season. No answer yet.
This year we have 140 thousand feet of trees to plant along with fabric. Last year they did under 80 thousand. All plantings must be done by the end of May.
Pipeline plantings will only pay for certain trees.
Start looking for tree planters
 - ii. Christ the King presentation and demo to plant a tree is a go for possible around Arbor Day. They will get a certificate for a free tree they can pick up at the office during a designated time frame. If the new district technician is unable to do the demo Chet would be able to do it.
 - iii. There is a NRCS Personnel Meeting in Jamestown and Val H. though it would be good for Chet to attend.
Travis made a motion, second by Richard to allow Chet to attend the personnel meeting in Jamestown

Motion Carried:

Voting Aye (5)

- Aaron Rocky George
- Richard Travis

Voting No (0)

- b. District Secretary
 - i. Received eight sponsor letters back. Send new sponsor letters to new businesses and to banks.
 - ii. Women’s Ag Night – Need an opening speaker. Planning on doing a speaker on Wine and Cheese.
- c. 319 Watershed Coordinator
 - i. Training to be scheduled with Greg Sandness.
Signed final checks for Northeast and will be starting Danzig Dam/Hailstone Creek

XI. SPECIAL COMMITTEE

- a. Locally Lead – Scheduled for February 14th at 1:00 pm at the Farm Credit Conference room. Contacted Bruce Schmidt and Jim Collins to attend and Bruce is a no waiting to hear back on Jim.
Went over list of attendees, would like to get input from the bottom up. Will send out letter and survey next week with a stamped return envelope.

Richard left meeting at 12:15pm

- b. Mentor Program – would like to see it come back.
- c. RC&D had meeting on 15th – not sure of committee – they are looking at closing and dissolving the company

XII. REPORT OF COOPERATING AGENCIES

- a. District Conservationist – Val Hartman
Attached is her report
She will be out of the office January 22-25th.
- b. County Extension Agent – Vacant
- c. Farm Bill Specialist – Zach Compson
Working on grazing plans

XIII. CORRESPONDENCE

XIV. APPROVE APPLICATIONS AND AGREEMENTS

- a. Travis made a motion, second by George to approve and move ahead with the Equip Construction plan for High Tunnel.

Motion Carried:

Voting Aye (5)

Aaron

Rocky

George

Richard

Travis

Voting No (0)

XV. PLANS FOR NEXT MEETING

Next meeting is Thursday February 14th, 2019 at 9:30 am at the USDA Service Center Mandan, ND

XVI. SIGN EXPENSE VOUCHERS, PAYROLL, AND CREDIT CARD STATEMENTS

XVII. ADJOURN – Motion to adjourn meeting at 12:25pm

Respectfully Submitted,

Valerie Frohlich
Recording Secretary

Approved: _____
Chariman