

# MORTON COUNTY SOIL CONSERVATION DISTRICT MINUTES OF MEETING

9:00 a.m. Thursday, January 9<sup>th</sup>, 2020

9:00 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 9:00 a.m.

II. **ROLL CALL**

Aaron	Rocky	Duane	Chet	Richard	Travis W.	Valerie F.
Ryan	Jon	Renaë Gress				
Absent						
George						

III. **REORGANIZATION OF MCSCD BOARD OF DIRECTORS**

a. **Appointed Supervisor**

Rocky made a motion, to appoint Duane and Richard as appointed supervisors

Aaron made a motion to appoint Steve Tomac as appointed supervisor

Discussion was had among the board members, then Aaron & Rocky had a discussion among themselves. After their discussion,

Aaron made a motion to appoint Steve Tomac and Richard Tokach as appointed supervisors, Rocky seconded the motion.

**Motion Carried:**

**Voting Aye (2)**

**Voting No (0)**

Aaron Rocky

b. **Chairman**

Rocky moved to nominate Aaron and cast a unanimous vote, seconded by Richard.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

Aaron Steckler is the chairman of the board

Aaron took control of the meeting

c. **Vice-Chairman**

Richard made a motion to nominate Rocky, Aaron seconded the motion and moved to cast a unanimous vote for Rocky as Vice- Chairman.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

d. **Official Secretary**

Richard made a motion, Rocky seconded to appoint Valerie Frohlich as Official Secretary.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

e. **Recording Secretary & Treasurer**

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

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

f. **Advisory Supervisors**

Richard made a motion, seconded by Rocky to appoint Duane Olsen and Travis Wolf as Advisory Board Members.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

g. **RC&D Representative & Back up Representative**

Richard made a motion, seconded by Rocky appoint Duane Olsen as the representative, with Rocky Bateman as Back up to the RC&D.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

h. **RDC Representative**

Richard made a motion, seconded by Rocky to appoint Rocky Bateman as the RDC Representative Discussion was had about the position of representation for the RDC Committee. Rocky feels that our presents at these meeting has become minute and that we should release ourselves from this committee. The group decided that Rocky would inform the committee that we will be resigning our position.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

i. **Area IV Representative and back up Representative**

Rocky made a motion, second by Richard to appoint Duane Olsen as the Area IV Representative, with Rocky Bateman as the Backup Representative for Area IV.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

j. **Personnel Committee**

Rocky made a motion, second by Aaron to appoint Richard Tokach, George Ferderer, & Jon Fettig as the Personnel Committee.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

k. **Financial Committee**

Rocky made a motion, second by Richard to nominate Aaron Steckler, Richard Tokach, and Valerie Frohlich as the Financial Committee.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

l. **Equipment Committee**

Richard made a motion, second by Rocky to appoint Aaron Steckler, George Ferderer, and SCD Staff as the Equipment Committee.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

m. **OMG Board Member**

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

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

n. **Team Member Safety Committee**

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

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

o. **Soil Health Representative**

Richard made a motion, second by Rocky to appoint Rocky, Steve and Staff as the Soil Health Representative.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

p. **Handbook Committee**

Richard made a motion, second by Rocky to appoint Rocky, Steve and SCD Staff as the Handbook Committee.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

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

Richard made a motion, second by Aaron to appoint Rocky, Steve & SCD Staff to the Multi. County Health Workshop Committee.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

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

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

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

s. **Scholarship Committee**

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

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

t. **Tree Pricing Committee**

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

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

**IV. MINUTES OF PREVIOUS MEETING**

Richard made a motion, seconded by Rocky to approve the December 12<sup>th</sup>, 2019 meeting minutes.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

**V. TREASURER'S REPORT**

Novembers Treasurers Report

Richard made a motion, second by Rocky to approve the district & 319 financial reports as submitted by Valerie Frohlich.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

December Treasurers report

Richard questioned the withdrawal for the \$50 dollar visa gift card as the paper showed \$100. Explanation for the receipt showing \$100 was because Valerie Frohlich requested a gift card for herself out of her account. Morton County Highway past due on drill rental, their secretary was on maternity leave, invoice was misplaced, Urban Silbernagel past due – Ryan to contact him.

Melissa Warzecha – past due from hand plants in 2018

Richard made a motion, second by Rocky to approve the report with notes stating that one visa card was for Valerie F. out of her personal account and will be initialed by a financial committee personnel representative and that all past due accounts be contacted one more time for payment.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

**VI. OLD BUSINESS**

- a. Dodge – Needs rear brakes along with windshield and oil change would be around \$1140.

Richard made a motion, second by Rocky to go ahead and have the repairs completed.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

- b. Our insurance representative said that we are not covered to drive an NRCS vehicle. There is a special plan that we could take out if we are to rent NRCS vehicles.

As of now per board request no SCD employees will be allowed to drive and NRCS vehicle.

- c. Level #2 Leadership Training recap – Was a great training. Learned lots of ways to address partners and how to find new partners.

Rocky made a motion, second by Richard to have Chet contact Jim about the partner who has money waiting for us to use, also to contact the refinery to see about joining as a partner.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

**VII. REVIEW WORK PLAN/CALENDAR**

- a. KFYZ – Living Ag Class room – February 11<sup>th</sup> & 12<sup>th</sup>, 2020. We will have two watershed displays that we can use for demonstrating, borrowing a display from Carson.

Rischarad made a motion, seconded by Rocky to participate as in the past at the Living Ag Class room.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

- b. Soil Health Workshop – Farming for the Bottom Line

Valerie will get those registered who want to attend. Rocky, Duane & Mavis

#### **VIII. NEW BUSINESS**

- a. Valerie handed out the books from the audit along with the letter written to the board and informed the board the audit was \$7,400.00 and asked if they wanted to have another one done for 2018. They had some discussion on how often we need to have an audit. Valerie will contact Bruce Schmidt about this. Richard made a motion to table the discussion until next meeting when they had time to review the book and received the information from Bruce on how often we need an audit, this motion was second by Rocky

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

- b. Intern/seasonal help – discussion was had about last year and about office space. Rocky would like us to look into meeting college credits for interns.

Richard moved to advertise for intern and seasonal positions and to give the personnel committee the authority to hire if any one applies; this motion was seconded by Rocky.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

Richard made a motion, second by Rocky to use a pay range for seasonal help of \$16-\$20, and to give the personnel committee the authority to approve the wage for returning employees.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

- c. Morton County Fair Book – Renew ad

Richard made a motion, second by Rocky to run the same ad as last year in the Morton County Fair Book.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

- d. Dakota Prairies RC&D invoice for \$1000.

Rocky made a motion, second by Richard that we pay the dues and ask for a written explanation on what the group is doing?

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

#### **REPORT OF DISTRICT PROGRAMS**

- a. OMG – not a lot of change. Need to have one contracted signed. 5 complete practices yet and one that has not done anything yet but says he will.  
agree to fund 4 new contracts, with deadline of November 2021 to complete.  
Richard made a motion, second by Rocky for the staff to watch the OMG Grant and move forward when

available, also checking with other counties if they will be interested in participating again. Chet to research current grant and review with board at next meeting.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

X. **PERSONNEL COMMITTEE**

a. Employee Reviews

Richard moved, second by Rocky for the board to go into executive session to discuss employees' reviews

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

b. Rocky moved, second by Richard to come out of executive session.

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

c. Rocky moved, second by Richard to accept the recommendation of personnel committee as presented

**Motion Carried:**

**Voting Aye (4)**

**Voting No (0)**

Aaron Rocky Richard Travis

XI. **REPORT OF DISTRICT EMPLOYEES**

a. District Technician

- i. ARS tree planting, we were contacted by Derek from North Dakota Forest Services. They have some new trees that they would like to plant on a trial bases and for us to plant those trees and install tree tubes. We have never installed tree tubes before so Ryan will contact George and go over rates and bring it to the next meeting.
- ii. OHF plantings – one of the plantings needs to have a cultural resource walk through so that planting will be postponed for now.
- iii. Fabric from Agassiz is offering a 2% discount on our bill if paid in advance. Which would save us \$250 dollars. The board asked Ryan to get another bid.
- iv. Safety manual – it has been started and will collect more info by checking the osha website and contacting the ARS office and will then go over information with Rocky.

b. District Secretary

- i. Working on Sponsors letters – new ideas for new businesses. Find new business listings check Glen Ullin & pipeline. Check on City websites for business registry. Add sponsors to the web site and Facebook and newsletter and tv slide show.
- ii. Water Festival I have the church on reserve waiting to hear back from Tina at the State to confirm the date is a go. We are looking at April 14<sup>th</sup>.
- iii. Will review the budget and bring to the next meeting if there are any changes for approval.

c. 319 Watershed Coordinator

- i. Learned a few things at training, try to come up with things the producer wants, add to the newsletter, keep moving forward.
- ii. Will be getting a schedule of sampling sites. What is protocol if district vehicles are in use. Board agreed Chet can use his personal vehicle and be reimbursed for mileage. If sampling schedule shows to do dam, Chet will check with game & fish to use their boat or may be able to rent Chet's boat.

- iii. Working on getting prices for brochures and poster for wall.
- iv. Door knocking – start in February/March has some ideas to get in the door. Main thing is to find “1” thing to agree on.
- v. Sign at tree shed needs updating and would like to put a district sign out in parking lot at Mandan office if allowed.
- vi. 4-wheeler can be used for checking projects. Board suggested all employees get certified before using the 4-wheeler.

**XII. REPORT OF COOPERATING AGENCIES**

- a. District Conservationist – Jon Fettig  
Attached is his report – Finished up with CRP payments. No batching date yet for EQIP. Will be getting training on new Farm Bill
- b. County Extension Agent – Renae Gress  
attached is her report – handed out information on youth stress on the farm, farm tax exemption, and other programs they are offering.
- c. Farm Bill Specialist – Zach Compson – Nothing to report currently

**XIII. CORRESPONDENCE**

Informed board of correspondence.

**XIV. APPROVE APPLICATIONS AND AGREEMENTS**

- a. Review & sign contracts

**XV. PLANS FOR NEXT MEETING**

Next meeting is Thursday February 13<sup>th</sup>, 2020 at 9:00 am at the USDA Service Center Mandan, ND


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

**ADJOURN** – Motion to adjourn meeting at 12:15pm by Richard

Respectfully Submitted,

Valerie Frohlich  
Recording Secretary

Approved:

  
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Aaron Steckler - Chairman

