

Red River Valley Conservation Service Area Meeting
June 23, 2011
VFW Meeting Room
Ada, MN

The meeting of the Red River Valley Conservation Service Area (RRVCSA) was called to order by Chairman Jerome Flottemesch, at 11:10 p.m., on Thursday, June 23, 2011, at the VFW meeting room at Ada, MN.

Those present at the meeting were:

Supervisors:

Jerome Flottemesch – Becker SWCD
Carol Schoff - Clay SWCD
Dave Rinke, Traverse SWCD
Pete Revier, Mahnomen SWCD
Julian Sjostrom, West Otter Tail SWCD
Linda Hanson, Pennington SWCD
Ron Thorsrud, Norman SWCD
David Miller, Red Lake SWCD
Scott Balstad, East Polk SWCD
Marion Gill, East Otter Tail SWCD
Ben Larson, West Polk SWCD

Others Present:

Jeff Haverland – Technician, RRVCSA
Jim Hest, Engineer, RRVCSA
Kevin Kassenborg – District Administrator, Clay SWCD
Brad Grant, District Administrator, Becker SWCD
Ginger Flynn, Secretary, Becker SWCD
Tanya Hanson, Red Lake SWCD
Darwin Newville, East Otter Tail SWCD
Chad Severts, BWSR
Janelle Vollin, Marshall SWCD
Ian Olson, Traverse SWCD
Bruce Johnson, Traverse SWCD
Don Bajumpaa, Wilkin SWCD
Gary Lee, East Polk SWCD

Chairman Flottemesch asked if any of the Soil and Water Conservation Districts had replaced any of the RRVCSA members with new ones.

The following consent agenda items were brought before the RRVCSA Board: November 18, 2010 RRVCSA Board Minutes; March 9, 2010 Personnel and Executive Committee Minutes; April 6, 2010 Executive and Personnel Committee meeting; Financial Statements for Nov., Dec., 2010; Jan., Feb., March, April, 2011 for comment. Hearing no comments, a motion by Schoff, seconded by Thorsrud to approve the consent agenda items as sent out and received by the RRVCSA Board members. Affirmative: Unanimous. Motion carried.

Red River Valley Conservation Service Area Minutes

June 23, 2011

Page 2

The financial report for May, 2011 was presented. Brad Grant also reviewed the Profit and Loss Statement to June 22, 2011.

Motion by Miller, seconded by Rinke to approve the May, 2011 Treasurer's report as presented. Affirmative: Unanimous. Motion carried.

The Becker SWCD's Voucher was presented for payment for their Host District expenses for fiscal year ending June 30, 2011. This is for the administrative, accounting and secretarial support to the RRVCSA. The voucher amount was \$11,435.74.

Motion by Rinke, seconded by Sjostrom to approve payment to the Becker SWCD in the amount of \$11,435.74 for their administrative, accounting and secretarial support to the RRVCSA for fiscal year ending 2011. Affirmative: Unanimous. Motion carried.

Chairman Flottesch stated that an employee had a grievance request and wanted to meet with the board. Chairman Flottesch explained that a grievance request is to be a closed meeting to just board members and requested that everyone else leave the meeting; and, once the grievance meeting is done they will reconvene.

The meeting was closed.

Chairman Flottesch reconvened the regular RRVCSA Meeting at 2:20 p.m.

Chairman Flottesch explained that Grievance Review Committee had been established to investigate matters. Members appointed to this committee were Pete Revier, Carol Schoff, and David Miller. It was also recommended that # 8 on the agenda- dealing with employees' salaries and benefits for FY 2012 not be acted on at this time until this committee meets and reports back to the RRVCSA Board.

Motion by Miller, second by Hanson recommending that the Executive and the Personnel Committees be combined as one committee. Members for this committee are Jerome Flottesch, Carol Schoff, Linda Hanson, Pete Revier, Gary Lee, Scott Balstad, Brad Grant and Tanya Hanson. Affirmative: Unanimous. Motion carried.

The 2012 RRVCSA Budget was reviewed.

Motion by Schoff, seconded by Revier to approve the 2012 proposed budget (see attached). Affirmative: Unanimous. Motion carried.

The lease agreements with the Engineer and the Engineering Technician were reviewed.

Motion by Hanson, seconded by Balstad to extend the current lease agreement with a 30 day out clause with either party. Affirmative: Unanimous. Motion carried.

The RRVCSA proposed fee schedule was reviewed.

Red River Valley Conservation Service Area Minutes

June 23, 2011

Page 3

Motion by Revier, seconded by Balstad to increase the Engineering Design/Construction Supervision on the manure storage and the feedlot runoff control to \$3,000 and to eliminate the Engineering/Construction Supervision (Legacy) fee. Affirmative: Unanimous. Motion carried.

Motion by Schoff, second by Rinke to approve the RRVCSA Proposed Fee Schedule with the above changes (attached) with an effective date of July 1, 2011. Affirmative: Unanimous. Motion carried.

Motion by Rinke, second Thorsrud to pay the Grievance Committee members per diem and compensation. Affirmative: Unanimous. Motion carried.

Motion by Balstad, second by Revier to dispose of the RRVCSA old desk and two shelving units. Marshall SWCD will receive the desk, one shelving unit to Pennington SWCD and the other unit to the Becker SWCD. Affirmative: Unanimous. Motion carried.

Chairman Flottesch explained the election of officers. (By-Laws state that at the first meeting of each calendar year the RRVCSA Board shall elect from its member a Chair, a Vice-chair and a Secretary/Treasurer, who shall serve until their successors are elected.) He explained that this was done at the November, 2010 meeting.

Motion by Balstad, seconded by Rinke to keep the present officers until the first meeting in Calendar Year 2012. Affirmative: Unanimous. Motion carried.

VRS – upgrade of GPS survey equipment. Jeff did not have any firm costs on the cell phone and the GPS survey equipment. Jeff was instructed to get these costs and bring it to the next Executive Committee Meeting.

Motion by Balstad, second by Revier to table upgrading the cell phone to have VRS capabilities until the next Executive Committee Meeting when Jeff can have these costs. Affirmative: Unanimous. Motion carried.

The Engineer and Engineering Technician Reports were given.

The following items were discussed:

- Billings for RRVCSA projects – when should they be billed?
- Completion date on design plan or project
- Concerns of having RRVCSA meeting separate from the Area I meeting. This should be included on the agenda for the next meeting.

Next regular RRVCSA meeting will be Thursday, November 17, 2011.

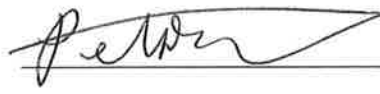
Red River Valley Conservation Service Area Minutes
June 23, 2011
Page 4

Next Executive Committee meeting will be set for some time in September.

Chairman Flottesch adjourned the meeting.



Ginger Flynn
Becker SWCD



Pete Revier
RRVCSA Secretary