



**Red River Valley Conservation Service Area  
Board of Directors, Budget Committee**

**1:30 p.m. Tuesday, April 3, 2018  
Audio Conference**

**Meeting Minutes**

This special meeting of RRVCSA – TSA 1 Board of Directors was held on Tuesday, April 3<sup>rd</sup> via teleconference.

**Call to Order:** Chairman Flottesch called the meeting to order at 1:35 p.m.

**Roll Call:** The following individuals were available via teleconference – Lori Thronson, Norman; Tanya Hanson, Red Lake; Linda Hanson, Pennington; Carol Schoff, Clay; Lisa Newton, East Polk; Bryan Malone, Pennington; Pete Revier, Mahnomen; and Jerome Flottesch, Peter Mead and Jen Wentz all from Becker.

Mead reviewed the March 2018 Treasurer's Report.

**Training Acceleration Grant** – Peter Nelson, Team Lead for the Area Training Team has established the TSA eligible for accelerated training in all Districts of Area 1. The training will introduce and enhance knowledge of WSCBs, Grade Stabilizations, Technical No. 31 Standards regarding 371 and 393 practices, Rain Garden design & survey and advanced survey training. This amounts to a year of training for TSA 1. The draft will be forthcoming with final comments due prior to submission.

**Additional Capacity** – A Shared Technician will be hired in the northern region of TSA 1. Pennington SWCD is completing this process and has secured two promising applicants. Interviews will be held soon.

**FY 2017 Audit** – June 30, 2017 year-end reports have been audited and a final bound copy has been received. An electronic version can be emailed upon request.

**FY 2019 Budget** – Mead reviewed the draft budget for 2019 and addressed employee salary questions by Scott Balstad who could not attend the teleconference. Mead pointed out a few other items. The increase of \$2,000 for Secondary Host Admin will be applied to the District hosting the Shared Technician. Previously budgeted and unused Shared Services Admin was increased slightly. With additional equipment and staff salaries, MCIT insurance costs increased. Contracted Services budgeted in 2016 and 2017 and unused, will be spent on the second half of PTMApp implementation for the Bois de Sioux and Mustinka River Watersheds. Media Services are covered in this category too. Office Software Subscriptions will cover ArcGIS and other software updates.

Motion (Schoff, Revier) to approve the draft budget for FY 2019 as written and reported. Affirmative: Unanimous. Carried.

**The next Regular Meeting of the full board will be held Tuesday, June 12<sup>th</sup> at the Mahnomen County Courthouse, 311 N Main St, Mahnomen.**

With no further business, motion (Revier, Hanson) to adjourn the meeting at 2:23 p.m. Affirmative: Unanimous. Carried.