

NORTH CENTRAL MINNESOTA JOINT POWERS BOARD

SWCD TECHNICAL SERVICES AREA 8

322 Laurel St / SUITE 22 • Brainerd, MN 56401

OFFICE: (218) 755-1942 or (218) 828-6197

Regular Minutes of the North Central Joint Powers Board (NCJPB) Beltrami County Admin Building, Bemidji, MN for December 19, 2016.

1. Meeting Called to Order 10:05 a.m. Welcome and Introductions
Members Present: Don Rettinger, Jane Ekholm, Ruth Trask, Ted Lovdahl, Robert Albrecht, Al Linder, and Tom Schultz

Others Present: Bill Westerberg, Brad Kennedy, John Ringle, Julie Kingsley, Josh Stromlund, Darren Newville, Dylan Nistler, Melissa Barrick, Nathan Nordlund, Brent Rud, and Chad Severts.

2. Secretary's Report 09-28-2016 and Agenda Approval 12.19.16
There was a motion by Tom Schultz seconded by Jane Ekholm, to approve the September 28, 2016 Secretary's Reports with the following additions: move a in front 9 a draft budget and add is to 9b and to approve December, 19 2016 Agenda.

Affirmative: DR, JE, RT, AL, RA, TL, TS Opposed: None Motion Carried.

3. Treasure's Report:
There was a motion by Jane Ekholm seconded by Ruth Trask, to approve the treasurer's report based on a report that shows the income for JPB.

Affirmative: TL, DR, JE, RT, AL, RA, TS Opposed: None Motion Carried.

4. Work Reports: Bill Westerberg outlined the projects they are working on.

5. Grants and Match
 - a. 2016 NPEA Final Financial Report

There was a motion by Tom Schultz seconded by Jane Ekholm, to authorize Board Chair to sign the 2016 Nonpoint Engineer Program Assistance \$125,000- BWSR Final Financial Grant Report.

Affirmative: TL, DR, JE, RT, AL, RA, TS Opposed: None Motion Carried.

- b. Grant Agreement 2017 NPEA

There was a motion by Tom Schultz seconded by Robert Albrechth, to authorize Board Chair to sign the FY2017 State of Minnesota Board of Water and Soil Resources NPEA and Clean Water Fund Enhanced Shared Technical Services Grant Agreement.

P17-3760	2017 - NPEA JPB Grant (Area 8 - North Central MN SWCDs JPB)	\$125,000
P17-8339	2017 - Enhanced Shared Technical Services Part 1 (Area 8 - North Central MN SWCDs JPB)	\$125,000



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P17-3326	2017 - Enhanced Shared Technical Services Part 2 (Area 8 - North Central MN SWCDs JPB)	\$115,000
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Total Grant Awarded: \$365,000

Affirmative: TL, DR, JE, RT, AL, RA, TS Opposed: None Motion Carried.

6. 2016-17 Budget:

a. JPB Employee Benefits

There was a motion by Robert Albrecht seconded by Jane Ekholm, to equalize the insurance stipend for all JPB employees to \$525 per month starting with current pay period as of December 19, 2016.

Affirmative: TL, DR, JE, RT, AL, RA, TS, Opposed: Motion Carried.

There was a motion by Robert Albrecht seconded by Tom Schultz, to authorize the JPB to purchase group health insurance for employees, to stop the stipend benefit, and to provide \$1,250 per employee contribution into a Health Saving Account per year as one lump sum deposit at the beginning of term of the insurance plan.

Affirmative: TL, DR, JE, RT, AL, RA, TS, Opposed: Motion Carried.

There was a motion by Tom Schultz seconded by Jane Ekholm, to raise Brad Kennedy's hourly wage from \$22.39 to \$ 23.79 to compensate him for training Dylan Nistler and to require that Brad provide a minimum of 5 percent of his time on training SWCD Staff and technicians (update job description accordingly).

Affirmative: TL, DR, JE, RT, AL, RA, TS, Opposed: Motion Carried.

b. Marketing Regional Person: Melissa provided update that an individual is interested in a contract for \$50,000 per year. She will continue to work on contract and process.

c. Technical Project Management Training: Melissa provided a proposal to train District Staff on technical and project management skillsets this was included in the Budget.

There was a motion by Tom Schultz seconded by Robert Albrecht, to adopt the 2017 proposed budget with adding additional \$ 4,171.33 to the training budget for SWCD staff that train other SWCD foresters in forest stewardship plan writing.

Affirmative: TL, DR, JE, RT, AL, RA, TS, Opposed: Motion Carried.

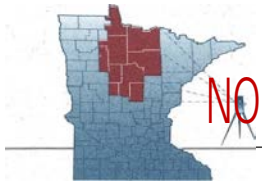
7. JPB Fee Schedule.

There was a motion by Ruth Trask seconded by Al Linder, to adopt the 2017 Fee Schedule with the following changes to remove \$ 2,400 cap for cost-share project design and change to 2017 Fee Schedule.

Affirmative: TL, DR, JE, RT, AL, RA, TS Opposed: Motion Carried.

8. Office Space and Network Lease Agreement (Decision)

There was a motion by Tom Schultz seconded by Jane Ekholm, to authorize a three-year lease agreement with Beltrami County for \$ 7,500 per year and authorize board chair to sign the agreement.



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Affirmative: TL, DR, JE, RT, AL, RA, TS, Opposed: None Motion Carried.

9. TSA Work Group: Discussed BWSR workgroup to look at the TSA model for the state of Minnesota. Workgroup will be requesting input on from JPB Staff, SWCD, and others.

10. Agreement JPB 1995: Provided 1995 JPB Agreement for reference.

11. Next Meeting: Melissa will send out doodle poll to schedule the next meeting.

There was a motion by Robert Albrecht seconded by Al Linder, to adjourn the meeting.

Affirmative: TL, DR, JE, RT, AL, RA, TS, Opposed: None Motion Carried.

Meeting adjourned at 12:45 p.m.

DRAFT