

**MINUTES**  
**Board of Supervisors Meeting**  
**January 12, 2022**  
**Wilkin Soil and Water Conservation District**  
**1150 Highway 75 North, Breckenridge, Minnesota**

Gowin called the meeting to order at 7:00 a.m. via Zoom video conferencing.

Members Present: Kyle Gowin, Chairman  
Jared Nordick, Vice Chairman  
Ross Aigner, Secretary  
Joshua Deal, Treasurer  
Pam Hendrickson, Public Relations & Information

Members Absent: None

Others Present: Don Bajumpaa, District Manager  
Patrick Brejcha, Field Technician  
Craig Lingen, Resource Specialist  
Diane Lommel, District Clerk  
Kim Melton, District Technician  
Jon Quast, NRCS  
Jamieson Volk, NRCS  
Bob Guetter, NRCS

Gowin opened the nominations for the election of officers for 2022.

Motion made by Aigner to keep official positions the same for 2022 and for nominations to cease and to cast a unanimous ballot. Seconded by Nordick. Motion carried.

Gowin continued to conduct the meeting as Chairman.

Motion made by Nordick to approve the regular board meeting minutes of December 8, 2021. Seconded by Aigner. Motion carried.

Motion made by Nordick to approve the financial statements dated December 31, 2021. Seconded by Hendrickson. Motion carried.

Motion made by Hendrickson to approve the amended 2022 budget as presented. Seconded by Deal. Motion carried.

Motion made by Nordick to approve 2022 Annual Plan and Calendar of Events. Seconded by Deal. Motion carried.

Supervisors reviewed the Memorandums of Understanding.

Motion made by Nordick to designate all Breckenridge's and Wahpeton's banks and credit unions as financial institutions for 2022. Seconded by Hendrickson. Motion carried.

Motion made by Aigner to approve the general fixed asset list for 2022. Seconded by Nordick. Motion carried.

Motion made by Aigner to pay 2022 dues to NACD \$775.00, MASWCD \$3,924.39, MASWCD Area I \$150.00, and MACDE \$125.00. Seconded by Nordick. Motion carried.

Lommel stated the MASWCD Legislative briefing will be held on March 9<sup>th</sup>.

Motion made by Aigner to approve the 2022 standard mileage rate of 58.5 cents per mile for business miles driven. Seconded by Deal. Motion carried.

Supervisors made the following appointments to district committees for 2022: Personnel – Deal and Aigner; Legislative – Aigner and Hendrickson; Technical Service Area – Nordick and Gowin, One Watershed One Plan-Buffalo Red – Aigner and Hendrickson; One Watershed One Plan-Mustinka/Bois de Sioux – Gowin and Deal, and RCPF Soil Health – Nordick and Gowin.

Motion made by Nordick to approve Percent Based Conservation Practice Assistance Contract #CWF18WHI09 (Buffalo Red River Watershed District). The total project cost is \$356,260.00 with cost share payment not to exceed \$267,194.66 or 75 percent of the total eligible cost to establish the conservation practice. Seconded by Aigner. Motion carried

Motion made by Hendrickson to approve Percent Based Conservation Practice Assistance Contract #CWF21WHI01 (Buffalo Red River Watershed District). The total project cost is \$366,666.66 with cost share payment not to exceed \$275,000.00 or 75 percent of the total eligible cost to establish the conservation practice. Seconded by Aigner. Motion carried.

Project, program, and workload updates were given by District and NRCS staff and supervisors.

Motion made by Aigner to approve Lingen to sign BWSR grant agreements and amendments for CREP and RIM programs. Seconded by Nordick. Motion carried.

Motion made by Deal to approve Bajumpaa to sign all other BWSR grant agreements and amendments. Seconded by Hendrickson. Motion carried.

Motion made by Nordick to approve Bajumpaa to sign all cost share contracts and vouchers after board approval. Seconded by Aigner. Motion carried.

Motion made by Deal to set regular board meetings at 7:00 a.m. (April-October) and 8:00 a.m. (November-March). Seconded by Nordick. Motion carried.

Motion made by Hendrickson to approve Bajumpaa annual leave from May 16-24, 2022. Seconded by Nordick. Motion carried.

Motion made by Aigner to approve Brejcha annual leave from January 25-28, 2022. Seconded by Nordick. Motion carried.

Motion made by Nordick to approve Melton annual leave from February 16-18, 2022. Seconded by Aigner. Motion carried.

Motion made by Aigner to approve final cost share payment of \$4,268.51 representing 75 percent of the total approved cost of \$5,691.35 concerning cost share contract #FY18-07 (J&K Grain Farm). Seconded by Nordick. Motion carried.

Motion made by Aigner to approve Amendment 1 to Conservation Practice Assistance Contract #FY21-SHIP-004 (Ryan Hough) to increase acreage to 160. Seconded by Hendrickson. Motion carried.

Motion made by Nordick to purchase promotional tumblers and note pads not to exceed \$1,500.00. Seconded by Aigner. Motion carried.

Motion made by Aigner to approve the December bills as presented. Seconded by Hendrickson. Motion carried.

Gowin set the next meeting for Wednesday, February 9, 2022 at 8:00 a.m.

Motion made by Nordick to adjourn the meeting at 8:30 a.m. Seconded by Hendrickson. Motion carried.

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Secretary

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Date