



**PENNINGTON SWCD BOARD MEETING  
(USDA/SWCD Conference Room)  
May 16, 2024  
9:00 A.M.**

**Supervisors Present:**

Linda Hanson, Chair  
Kevin Wilde, Secretary  
Greg Hilgeman, Treasurer  
Ricky Peterson, PR  
ADawn Nelson, Vice Chair joined **via Zoom** at 9:13 a.m.

**Staff Present:**

Peter Nelson, District Manager  
Donna Christianson, District Coordinator  
Bryanna Grefthen, Water Resource Specialist  
Larissa Fitzgerald, District Technician  
Erika Olson, Resource Technician  
Marisa Newton, Outreach Coordinator  
Logan Handyside, Engineer  
Justin Muller, Engineering Technician  
Kyle Dahlquist, Conservation Corps Apprentice  
Nico Bennett, NRCS

**Guests:**

Grant Nelson, Ag Services Coordinator

The meeting was held at the USDA/SWCD Conference Room. Linda Hanson, Chair, called the meeting to order at 9:06 a.m. Linda completed a roll call of all supervisors and staff.

**Kevin** made a motion, seconded by **Ricky**, to approve the revised agenda. **All in favor, motion carried.**

**Ricky** made a motion, seconded by **Kevin**, to approve the April 18, 2024, meeting minutes. **All in favor, motion carried.**

Donna provided an update on the transfer from QuickBooks Desktop to QuickBooks Online. A lot of the payroll and financial information did not transfer as expected and there is no April financial report at this time. Additional support to transfer to QuickBooks Online

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is needed. **Greg** made a motion, seconded by **Ricky**, to hire Peterson Company LTD staff at a billing rate of \$165-\$200/hour for up to 10 hours of support. **All in favor, motion carried.**

**Greg** made a motion, seconded by **Kevin**, to roll over the \$50,000 CD that matures 05/18/2024 to an existing CD at Border Bank (3006184) 5.25% that matures 08/22/2024. The CD at Northern State Bank of \$200,000 that matures on 05/29/2024 will be cashed out and a new 12 month CD will be opened with Border Bank at 4.80%.  
**All in favor, motion carried.**

**Ricky** made a motion, seconded by **Kevin** to approve payment of the following bills:

<b>Luke Dale</b>	<b>\$ 53.43</b>
<b>Mike Kruse</b>	<b>\$ 1.37</b>
<b>Sjoberg's</b>	<b>\$ 66.95</b>
<b>Chase Card (old)</b>	<b>\$ 341.85</b>
<b>Chase Card (new)</b>	<b>\$ 1,382.58</b>
<b>Lakes Country Service Co-op</b>	<b>\$ 467.74</b>
<b>Marco</b>	<b>\$ 100.38</b>
<b>Minnesota IT Services</b>	<b>\$ 59.68</b>
<b>Verizon</b>	<b>\$ 95.68</b>
<b>Schumacher's</b>	<b>\$ 18,295.50</b>
<b>Roseau SWCD</b>	<b>\$ 204.75</b>
<b>RMB</b>	<b>\$ 1,453.60</b>
<b>Frontier Precision</b>	<b>\$ 237.70</b>
<b>Dale Anderson</b>	<b>\$ 600.00</b>

**All in favor, motion carried.**

**Greg** made a motion, seconded by **Ricky**, to approve payment of a Lined Waterway Project.  
PSWCD\_RLRWBIF\_5 \$17,185.00

**All in favor, motion carried.**

**Ricky** made a motion, seconded by **Kevin**, to approve the Soil Health Cost-Share contract for a Windbreak/Shelterbelt establishment.

FY23-06 \$3,640.35

**All in favor, motion carried.**

Red Lake County SWCD will employ a Soil Health Outreach Specialist funded by a BWSR grant. **Ricky** made a motion, seconded by **Kevin**, to approve the Soil Health Shared Services Agreement. **All in favor, motion carried.**

**Ricky** made a motion, seconded by **Greg**, to approve the 2024 billing rates retroactive to April 1, 2024. **All in favor, motion carried.**

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**Greg** made a motion, seconded by **Ricky**, to approve the partnership with Red Lake County SWCD Clean Water Fund resolution. **All in favor, motion carried.**

The City of Thief River Falls and SWCD WCA MOA was discussed and revised.

Revisions were made to Section B line 3. stating “The City Council will provide final approval of WCA applications for delineations, replacement plans, and banking plans.” The rest of the agreement terms remained unchanged. It was also discussed that the city would be billed on projects within the city limits when/if annual WCA grant funds run out. The revised agreement was sent to Travis Giffen with the City for review. **Greg** made a motion, seconded by **Ricky**, to approve the revised WCA MOA. **All in favor, motion carried.**

**Greg** made a motion, seconded by **Kevin**, to approve the WCA Resolution to administer WCA for the City. **All in favor, motion carried.**

**Ricky** made a motion, seconded by **Greg**, to accept the requests made by Matt Sorvig to receive his 6 years credit with SWCD’s and a starting leave accrual of 6 hours per pay period, as well as 20 hours of leave available on start date. **All in favor, motion carried.**

**Greg** made a motion, seconded by **Kevin**, to approve three District employees (Donna, Marisa and Peter) to attend the MACDE Admin Conference in Baxter, MN June 25<sup>th</sup> and 26<sup>th</sup>. **All in favor, motion carried.**

**Kevin** made a motion, seconded by **Ricky**, to donate up to \$500 for Area 1 Envirothon schools to go to State Envirothon. **All in favor, motion carried.**

Employee reports were available for review.

The NRCS report was available for review.

Grant Nelson’s report was available for review.

The Board chose the “Sunset Swim” photo as the April photo contest winner. The picture was taken by Debra Hoversten.

Correspondence/Other:

- MASWCD Annual Convention December 2-4.
- ADawn, Linda and Greg to run again. File registration May 21<sup>st</sup> – June 4<sup>th</sup>.

The next Board meeting will be held at the USDA/SWCD Meeting Room on June 20<sup>th</sup> at

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9:00 a.m. The meeting will be subject to call.

**Ricky** made a motion, seconded by **Kevin**, to adjourn. **All in favor, motion carried.**

The meeting adjourned at 11:25 a.m.

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Kevin Wilde, Secretary