



The Minutes of January 11th
The Board Meeting of
Ward Soil Conservation District

Call to Order

- I. Mark Schumaker called meeting to order at 7:38am

Roll Call

- II. Gail Yuly
- III. Mike Aamot
- IV. John Pietsch
- V. Mark Schumaker

Staff Members Present

- I. Stetson Myers
- II. Angelica Kaisler

Partners Present

- I. Jerry Wingenbach
- II. Lena Bohm

Members of the Public

- I. Dave Colby

Absent Members, Staff, Partners

Additional Agenda Items

- I. No items to be added

Approval of Agenda

Pietsch made a motion to accept the agenda, Yuly seconded. Motion carried unanimously.

Approval of Minutes

Pietsch made a motion to approve the December minutes, Aamot seconded. No discussion was held. Motion carries unanimously.

Financial Report

Kaisler discussed changes that will be seen in the financial statements. The bobcat payment was made, \$12,000 would be moved over to the “building fund”, and fabric payment was made. These transactions would show in the fiscal year 2022. Pietsch made a motion, the financial reports were reviewed and accepted the finance to be passed on to the auditor. Yuly seconded. No discussion was held, motion carried unanimously.

Unfinished Business

Wage increase for Myers and Kaisler were held. Schumaker discussed the performance evaluations that were done for both employees. Kaisler would like a list of the job descriptions for the manager and the technician position. The district manager oversees all areas of the office and employees. Pietsch felt Kaisler should be in the manager position, as her skillset was more suited toward the organization in the office and such. Yuly did not agree and felt Stetson was hired as the manager, with 7 years in the job, it would create friction. Kaisler felt the title didn't matter but the breakdown of a job description, so the job duties were clear for each employee was more important. A \$2.00 increase was discussed, and was determined not to be sufficient, especially with the rate of inflation. Pietsch made a motion for Myers to be moved to \$26.00 an hour and Kaisler be moved to \$25.00 an hour with nothing offered for reimbursement for health insurance, with reevaluation in 6 months, Aamot seconded. Yuly opposed Myers being moved to \$26.00 an hour, she would like to see him at \$27.00, motion failed. Yuly made a motion for Kaisler to move to \$25.00 an hour, and Myers be moved to \$27.00 an hour, Aamot seconded. Pietsch felt there should be a 6-month evaluation and see improvement before Myers is moved to \$27.00 an hour. Pietsch opposed, motion failed. Schumaker felt metrics for the jobs should be put in place for there to be a clear line for expectations of each employee. Kaisler said she would pull job descriptions for other counties for the board to be able to put together job descriptions for district manager and district technician duties.

Myers gave his survival rate summary. He said he will print a summary report to be had on file. It is the districts job to determine if the loss of trees is a stock issue at the

nursery or if it is an issue of the district planting. Reimbursement of loss is determined by individual plantings and the determination of the district.

Schumaker talked to the board about the line of credit that was taken out through First Western Bank & Trust for \$44,000 to put towards the grass drill purchase once it arrives. The WSCD will start paying on the grass drill when it arrives.

Schumaker, the board chairmen will be gone during the locally led meetings. Aamot is the Vice president so he will take over running the meetings in Schumacher's absence. Lena Bohm showed the flyers, and power point that were created for the locally led meetings. Bohm was looking for input from the board if there were any other questions or topics they would want to see discussed at the meetings for the producers. The WSCD will supply refreshments for the locally led meetings.

Bohm suggested a separate meeting for the exploration of the 319-watershed program.

New Business

Kaisler was wondering if the board was broken into committees. Besides personnel committee, is there other committees that the board could be broken into so there was more involvement from board members but if there were decisions to be made in, the employees could call certain board members about specific opportunities and get approval without waiting for a board meeting. The board felt the staff should just call the chairman and work their way down a list if they need something. The board could visit this later if they felt it was beneficial.

Schumaker suggested we take pictures of the old Quonset door and advertise it to sell on Bisman online. The grass drill will be advertised on a bid for \$7,000 or best offer and the tree planter will be advertised at \$4,500 or best offer, offer to the districts first, then will be posted for the public on Bisman. If the sale prices are not met, or best offer will be brought to the board to decide if they will accept the offer or not.

The meeting schedule for 2023 was addressed. Kaisler asked if the meeting times could be changed to 8am for accommodating travel. There was no objection and all board members agreed to the change.

The reorganization form was filled out. The meeting was turned over to Kaisler, Kaisler asked are there any nominations for president? **A motion was made by Pietsch to renominate Schumaker as Chairman, Yuly seconded. Kaisler asked if there were any other nominations. Pietsch motioned that nominations cease and cast a unanimous ballot for Mark Schumaker as chairman. All in favor, none opposed, motion passed unanimously. Kaisler released the meeting back over to Schumaker. Schumaker asked for nominations for Vice President, Pietsch made a motion to nominate Mike Aamot, Yuly seconded. Schumaker asked for any other nominations. Pietsch motioned for nominations cease and cast a unanimous ballot for Aamot. All in favor, motion carried unanimously.**

Schumaker moved for Kaisler to be the secretary, Pietsch seconded. Nomination ceased; motion passed unanimously.

Open Discussion

Long range plans will be addressed after the locally led meetings are held to see if there will be feedback that may change the direction of the long-range plan. Grass drill and drone services will be considered for the 2023 long-range plan.

Annual plan will be reviewed after the locally led meetings also.

Kaisler brought the NRCS logged hours. Schumaker would like to keep track of the submitted hours monthly to track the time WSCD is putting into the NRCS cost share agreement for the annual budget.

Kaisler asked for supervisor training materials be given to Myers or Kaisler to be sent to the state.

The City of Minot changed their fencing requirements for commercial districts, rather than vinyl fence, they allow powder coated chain link fence. The quote was for \$35,000 for 8-foot-high fencing. The city would not allow split rail fence. The board will need to decide if they when they will go through with hiring a company to install the fence. A motion was made previously to fence off the district property. Schumaker will call and schedule to get the fence put up this summer.

District Report

Kaisler gave the district report and talked about the accomplishments that were achieved for the month. (See attached report)

Jerry Wingenbach gave his district report. (See attached report)

Next meeting will be held on February 8th @ 8am

Adjournment

Meeting adjourned at 11:17am