

Minutes of March 15th, 2023

Board Meeting of Ward County Soil Conservation District

1. Call to Order
 - a. Mark Schumaker called the meeting to order at 8:04 AM.
2. Roll Call
 - a. Board Members Present
 - Mark Schumaker, Mike Aamot, Dave Colby, John Pietsch
 - Gail Yuly excused
 - b. Staff Members Present
 - Stetson Myers
 - Angel Kaisler excused
 - c. Partners Present
 - Jerry Wingenbach
 - Lena Boehm
 - Jarid Andrist
 - d. Visitors
 - None
3. Additional Agenda Items
 - a. New Business-Customer Satisfaction Survey
 - b. New Business-Soil Pits
 - c. Open Discussion-Sweating Trees
 - d. Open Discussion-Seasonal Hire
 - e. Open Discussion-Time Cards
 - f. Open Discussion-Equipment Sales
4. Approval of Meeting Minutes
 - a. Dave made a motion to approve the February 8th, 2023 meeting minutes. Mike seconded the motion, motion carried unanimously.
5. Financial Report
 - a. Mark noted that changes discussed at beginning of year with Becky have not been Incorporated yet, including establishing a \$12,000 Building fund. Also, the charge for Professional Services for Becky's services has increased by \$50/month.
 - b. John made a motion that the February reports have been reviewed, and do not reflect the building funds and they will be submitted for next audit. Dave seconded the motion, motion carried unanimously.
 - c. Mark will have a discussion with Becky regarding her charges for services. John made a motion to approve a \$50/month increase for her services if that is the reason for the increase and request prior notification in the future. Mike seconded the motion and motion passed unanimously.

6. Unfinished Business

- a. Results of locally led meetings, long range plans and annual plans were agree to be discussed later in the meeting as a working session.
- b. OHF Update – Stetson reported that there is a new 1 April deadline for 2024 plantings as well as changes in program criteria. Requires a separate application for each quarter of land, 75% funding match, minimum of \$2,000 of requested funds. Early deadline will allow applications to get through SHPO (State Historical and Preservation Office) before funds become available. SHPO has been a delay in the process in the past.

7. New Business

- a. Update from Tree Promotion – Angel shared access to presentations yesterday in an email sent to everyone. Stetson highlighted discussions, still not tree count from LON because grading of trees not completed, discussed success and failures with focus on failures, fabric installation issues due to curves and GPS, Mentor session (networking). Future meetings will probably be moved throughout the state.
- b. Achievement Winner – Jerry and Stetson brought the recommendation of Trent Sherven, Jamie Johanson and Galen Scheresky. After discussion, a decision was to approach Jamie Johanson as the winner, with Trent Sherven as the alternate. Dave suggested that we develop some selection criteria for determining a winner. Also suggested that we post nomination opportunities on our web page so others can nominate and use the developed criteria for selection of the winner.
- c. Tree Planting & Maintenance Workshop – We will be hosting once again. Scheduled for April 17th, with 21st as a backup date.
- d. Customer Satisfaction Survey – Got 3 surveys returned. Most significant comment was desire for more and better communications. Also, desired services to consider included tree trimming, hand planting and 3-year follow-up assessment/recommendation evaluation. Picking a winner and award of the Ebenezer's gift card to be done by the staff.
- e. Soil Pit Demonstration – Jerry gave an update of proposed plan. Still trying to firm up dates with desired specialists.

8. Open Discussion

- a. Sweating Trees – No varieties this year will require sweating.
- b. Seasonal Hire – Stetson has some leads on potential and was encouraged to look into some advertising. Angel has a couple of people in mind as well. Stetson was assured that it was his job to get the seasonal help hired.
- c. Timecards – Timecard machine not always being used to record time when in or out of the office. Discussion was held about the situation and agreed that not punching time will result in no pay. in case of an emergency, discretion will lie with the Personnel committee and their approval. Falsifying timecards will result in disciplinary action being taken, including termination. Personnel committee will prepare a notification document that will be sent to all employees. In the future,

timecards need to be brought to monthly meetings for board review. Personnel committee shall meet with staff to discuss other performance and office concerns that need to be addressed.

- d. Equipment Sales – Stetson said no other Districts have expressed interest in the drill or tree planter. Dave expressed interest in the drill if opened up to other than SCD's.
9. Conservationist Report- Jerry Wingenbach shared his prepared report:
- a. Working on 7 EQIP IRA (Inflation Reduction Act) applications
 - b. 13 Migratory Bird Initiative (under 2 Ac, can't seed later, harvest after 2 Aug)
 - c. 10 CSP
 - d. 1 new CSP that needs to be ranked by April 17th.
10. Technician Report- Stetson shared his prepared report:
- a. Kept Tree Order up to date after losing 5 species from LON.
 - b. Finalize 2023 machine tree planting.
 - c. End of year Supervisor paperwork
 - d. New OHF came out to submit apps. No money secured yet.
 - e. Locally led meetings
 - f. Tree Promo ->DAM Meeting
 - g. Fabric Machine, couple of Districts have looked at our machine and plan on modifying theirs to work better.
 - h. Hats, pens have come in for promotional items.
11. Correspondence:
- a. Notification regarding future ND State DOT project near HWY2/52 Bypass and Broadway. Letter given to Jerry so he could forward to the State Soil Scientist.
 - b. Had 2 letters requesting State Enviro-thon Registration funding, Kenmare and Nedrose (2 teams) schools at \$50 each. John made a motion to fund these and Dave seconded the motion. Motion passed unanimously.
12. Working Session – Lena and Jared walked through the data collected at the Locally Led Meetings and what they have gleaned from the data. Jared and Lena shared how we can put this data to work for us in developing our long range and annual plans. After working through a couple of current services being provided, it was agreed that we hold a special working meeting to continue working through this effort. As a tasking, everyone is to bring SMART goals for the Services we currently provide, to the working meeting.
13. With no further business to be conducted, the meeting was adjourned at 1:30 PM.

Respectfully submitted by

Mark Schumaker