



Providing Engineering and Technical Assistance to North Central MN SWCDs

Regular Minutes of the North Central Joint Powers Board (NCJPB) Beltrami County Admin Building, Bemidji, MN for June 11, 2018.

Meeting Called to Order 9:35 a.m.

Members Present: Leonard Koering, Don Rettinger, Ruth Trask, Ted Lovdahl, Jane Ekholm, Al Linder, and Tom Schulz.

Others Present: Bill Westerberg, Chad Severts, Shawn Tracy, Julie Kingsley, Josh Stromlund, Darren Newville, Melissa Barrick, Dylan Nistler, and Lori Buell.

I. Call to Order 9:30 a.m. Welcome and Introduction.

1. Roll Call Votes

There was a motion by Ted Lovdahl seconded by Josh Stromlund, to approve roll call vote by county.

Affirmative: Beltrami, Clearwater, Crow Wing, Hubbard, Itasca, Lake of Woods, Wadena

Opposed: None

Motion Carried.

2. Secretary's Report 01.03.18

There was a motion by Ted Lovdahl seconded by Josh Stromlund, to approve the January 03, 2018 Secretary's Report.

Affirmative: Beltrami, Clearwater, Crow Wing, Hubbard, Itasca, Lake of Woods, Wadena

Opposed: None

Motion Carried.

3. Agenda Approval:

There was a motion by Ted Lovdahl seconded by Don Rettinger, to approve the agenda with the addition 10. Vice Chair replacement.

Affirmative: Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Lake of Woods,

Wadena

Opposed: None

Motion Carried.

4. Treasurer's Report and Grant Status

There was a motion by Ruth Trask seconded by Ted Lovdahl, to approve treasurer's report as presented

Affirmative: Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Koochiching, Lake of Woods, Wadena

Opposed: None

Motion Carried.

II. New Business

1. Authorization for Leonard Koering to sign checks for JPB

There was a motion by Ted Lovdahl seconded by Don Rettinger, to authorize Leonard Koering to be on JPB Accounts and sign checks.

Affirmative: Beltrami, Cass, Clearwater, Hubbard, Itasca, Koochiching, Lake of Woods, Wadena Abstain: Crow Wing Opposed: None Motion Carried.

2. JPB Logo

There was a motion by Ted Lovedahl seconded by Don Rettinger, to approve the JPB Logo as presented with tag line modified to: Providing Engineering and Technical Assistance to North Central MN SWCDs.

Affirmative: Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Koochiching, Lake of Woods, Wadena Opposed: None Motion Carried.

3. HRG Green Change order for City of Grand Rapids and City of Bemidji:

There was a motion by Ted Lovedahl seconded by Don Rettinger, to approve \$5,000 contract change order for the City of Grand Rapids due to the complexity and authorize Melissa Barrick to sign the contract change order.

Affirmative: Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Koochiching, Lake of Woods, Wadena Opposed: None Motion Carried.

There was a motion by Ted Lovedahl seconded by Josh Stromlund, to approve up to \$3,500 contract change order for the City of Bemidji for and authorize Melissa Barrick to sign the contract change order.

Affirmative: Beltrami, Clearwater, Crow Wing, Hubbard, Itasca, Koochiching, Lake of Woods, Wadena Opposed: Cass Motion Carried.

4. Financial Report for 2016 EST JPB Grant

There was a motion by Jane Ekholm seconded by Ted Lovedahl, to authorize Melissa Barrick to sign the BWSR 2016 EST Final Financial form and if needed complete extension process with BWSR.

Affirmative: Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Koochiching, Lake of Woods, Wadena Opposed: None Motion Carried.

5. State Travel Meal Reimbursement: Discussed setting MN State travel rates for meals. More information is needed. Consensus was to discuss at next board meeting.
6. JPB Audit: Discussed the audit report and the new requirements to report PERA Long Term pension liability. Staff with discuss with BWSR ability to include long term pension liability into the BWSR billing rates.
7. BWSR Team Support and TSA and next steps: Annie Fleix a new BWSR staff will be working with TSAs. BWSR has created a team to review the 2017 TSAs Fresh Water Report and develop operational handbook for TSAs. BWSR will be meeting with Host District Managers in the future.
8. Future Planning for the TSA: Board Chair had some discussion with BWSR about doing strategic planning. JPB will consider doing strategic planning in the next year.
9. Next Meeting Date: Next Meeting date will be January 10, 2019.

10. Vice Chair: Bylaws indicate a process for vice chair. Consensus was to wait until next elections.

III. Reports:

1. Work Report Engineer: Reviewed upcoming projects
2. Host District Report: Host District Manager provided updates on Area III Training Team, GIS Minor Watershed Mapping, and Media Specialist

Meeting adjourned

There was a motion by Ted Lovdahl and seconded by Jane Ekholm, to adjourn the meeting at 12:00 p.m.

Affirmative: Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Koochiching, Lake of Woods, Wadena Opposed: None Motion Carried.