

DISTRICT REGULAR BOARD MEETING

Thursday, February 20, 2020

4:30 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

Minutes

MEMBERS PRESENT: Tim Gossman, Brian Hazel, Bob Pickett, Kathy Tesmer, Travis Willford

MEMBERS ABSENT: None.

OTHERS PRESENT: Laura Christensen, Sue Wiegrefe, Doug Keene, Anne Koliha, Aaren Mathison, Nikki Shaw, Dean Thomas, Sara West

Tesmer called the meeting to order at 4:33 p.m. A quorum is present.

I. AGENDA

Motioned by Pickett and seconded by Hazel to approve the agenda. Affirmative: Tesmer, Pickett, Willford, Hazel, Gossman. Opposed: none. Motion carried.

II. TREASURER'S REPORT

A. Approve treasurer's report for January 2020

An incomplete Treasurer's Report for January was submitted. Approval of the January Treasurer's Report was deferred until a complete Report is available. Wiegrefe and Christensen are investigating options for outside assistance to ensure the year's books get off to a solid start.

III. CONSENT AGENDA

Motioned by Willford and seconded by Pickett to approve the following consent agenda items as amended:

A. Secretary's Report – January 16, 2020 Regular Board Meeting Minutes

B. Secretary's Report – January 29, 2020 Annual planning Meeting Minutes

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

IV. REPORTS

A. Supervisor's activity reports

Willford – Assisted with Statement Opening/ Check Detail

Hazel – Nothing to report

Gossman – worked with Wiegrefe to add Bee Lawn seed and improved tree tubes to the tree sales accessory options

Pickett – nothing to report

Tesmer – attended RC&D mtg: Despite the uncertainty of their continued existence, Minnesota is administering a nationwide grant and are looking to hire a grant administrator. Also attended JPB meeting – deferred to Christensen for report

B. Staff reports

A written report was included in the board packets.

Wiegrefe gave a quick overview of the Bee Lawn Seed and tree tubes being offered.

C. Administrator's report

1. Area7 JPB Meeting. The JPB reported a \$200,000 shortfall and are asking for ideas to make this up, including potentially, \$11,000 from FSP from Fillmore. There are 11 SWC Districts involved.
2. Staff recognition. Christensen commended Anne Koliha for all the assistance she has provided to herself and Wiegrefe as a fount of institutional memory and in her willingness to assist with grant reporting.
3. MASWCD Day at the Capitol. This is scheduled for March 24th and 25th. She has reached out to representatives of this district to arrange meetings and has yet to receive a response. Supervisors were encouraged to attend.

D. NRCS report – a written report was provided

E. County report – no report

V. OLD BUSINESS

A. Consider amendment to contract BC19-04 changing funding source from BWSR Phase II Implementation to BWSR Targeted Watershed funds

Background: this has historically been treated as one grant but needs to be separated.

Motioned by Gossman and seconded by Hazel to amendment contract BC19-04 by changing funding source from BWSR Phase II Implementation to BWSR Targeted Watershed funds.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

B. Consider amendment to contract BC19-05 changing funding source from BWSR Phase II Implementation to BWSR Targeted Watershed funds.

Motioned by Willford and seconded by Pickett to amend contract BC19-05 by changing funding source from BWSR Phase II Implementation to BWSR Targeted Watershed funds.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

C. Review and update supervisors' "Operating Rules, Guidelines and By-Laws"

Motioned by Hazel and seconded by Pickett to approve the "Operating Rules, Guidelines and By-Laws" without any changes.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

D. Review and approve Corporate Authorization Resolution

Motioned by Gossman and seconded by Pickett to approve the Corporate Authorization Resolution without changes.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

E. Review and approve Authority to Contract Resolution

Motioned by Gossman and seconded by Willford to approve the Authority to Contract Resolution without changes.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

F. Consider title of District Manager/District Administrator

Background: Although transitioning to the title of District Manager conforms with many other Districts, it will require a serious amount of work to change the title on the many documents that are used daily at Fillmore SWCD for uniformity within the office.

Motioned by Hazel and seconded by Pickett to revert to the title of District Administrator.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

VI. NEW BUSINESS

A. Consider approval of District Cost-Share Contract WB20-03 for Rubianne St. Mane in the amount of \$382.50 for farmstead windbreak

Motioned by Willford and seconded by Gossman to approve District Cost-Share Contract WB20-03 for Rubianne St. Mane in the amount of \$382.50 for farmstead windbreak.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

B. Review Skills Matrix Worksheet for ecological Services JAA for Anne Koliha

Koliha's Skills Matrix Worksheet was reviewed.

C. Review Matrix Worksheet for Ecological Sciences JAA for Douglas Keene

Keene's Skills Matrix Worksheet was reviewed

D. Consider Board of Water and Sol Resources Financial Report for the Targeted Watershed grant to request next 40% of grant funding

Motioned by Willford and seconded by Gossman to approve the BWSR Financial Report for Targeted Watershed Grant and the request of the next 40% of grant funds.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

E. Consider payments to edge of field producers for participation in the MDA Field to Stream Partnership for year 2020

Terrance Pfaff	\$ 1,000.00
Todd Hendrickson (road access)	\$ 500.00
Kent Dornink	\$ 1,000.00
Wayne DeWall (2 sites)	\$ 2,000.00
Richard Johnson	\$ 1,000.00

Motioned by Gossman and seconded by Pickett to approve producer payments for the MDA Field to Stream Partnership per the schedule above.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried. It was requested that Keven Kuehner present the checks to the producers

F. Consider approval of District Cost-Share Contract WB20-04 for Ben Koren in the amount of \$450.50 for a farmstead windbreak.

Motioned by Gossman and seconded by Willford to approve District Cost-Share Contract WB20-04 for Ben Koren in the amount of \$450.50 for a farmstead windbreak.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

G. Consider approval of District Cost-Share Contract WB20-05 for Tyson Ristau in the amount of \$255.00 for a farmstead windbreak

Motioned by Willford and seconded by Gossman to approve District Cost-Share Contract WB20-05 for Tyson Ristau in the amount of \$255.00 for a farmstead windbreak.

Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

H. Consider approval of District Cost-Share Contract WB20-06 for Bruce Johnson in the amount of \$833.00 for farmstead windbreak

Motioned by Pickett and seconded by Gossman to approve District Cost-Share Contract WB20-06 for Bruce Johnson in the amount of \$833.00 for farmstead windbreak.
Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried

I. Consider approval of District Cost-Share Contract WB20-01 for Todd Kappers in the amount of \$357.00 For farmstead windbreak

Motioned by Willford and seconded by Pickett to approve District Cost-Share Contract WB20-01 for Todd Kappers in the amount of \$357.00 for farmstead windbreak.
Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

J. Consider approval of Contract for Services between the Minnesota Land Trust and Fillmore Soil and Water Conservation District in the amount of \$5,000.00 for compensation of District staff to provide professional outreach services

Motioned by Pickett and seconded by Gossman to approve Contract for Services between the Minnesota Land Trust and Fillmore Soil and Water Conservation District in the amount of \$5,000.00 for compensation of District staff to provide professional outreach services.
Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

K. Consider approval of Work Order Contract between Fillmore Soil and Water Conservation District and the Board of Water and Soil Resources for Easement Delivery Services in the amount of \$2,000.00

Motioned by Gossman and seconded by Willford to approval of Work Order Contract between Fillmore Soil and Water Conservation District and the Board of Water and Soil Resources for Easement Delivery Services in the amount of \$2,000.00.
Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

VII. ACCOUNTS PAYABLE

Motioned by Gossman and seconded by Pickett to approve the February, 2020 payables.
Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

Wiegrefe asked for a volunteer for the statement opening and check review on March, 2, 2020. Tesmer volunteered.

VIII. ADJOURNMENT

Motioned by Gossman and seconded by Pickett to adjourn the meeting.
Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.
The meeting was adjourned at 5:58 p.m.

Respectfully Submitted,

Travis Willford, Fillmore SWCD Board Secretary