

DISTRICT REGULAR BOARD MEETING

Thursday, August 16, 2018

8:30 A.M.

Conservation Building

912 Houston Street

Preston, MN 55965

Minutes

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

MEMBERS ABSENT: Kathy Tesmer.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Caleb Fischer, Willis Goll, Anne Koliha, Aaren Mathison, Jess Stevens, Sara West,

Hazel called the meeting to order at 8:38 p.m. A quorum is present.

I. AGENDA

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

II. TREASURER'S REPORT

Motioned by Gossman seconded by Pickett to approve the July, 2018 Treasurer's Report, subject to audit. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

III. CONSENT AGENDA

Motioned by Pickett seconded by Gossman to approve the following consent agenda items:

1. Secretary's Report – July 12, 2018 Regular Board Meeting Minutes
2. Payment of Returning College Student Scholarship to Madeline Snyder in the amount of \$500.00
3. Payment of Conservation Practice Assistance Contract FY18-01 Delores Christopherson, Grassed Waterway, in the amount of \$1,314.00

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

IV. REPORTS

1. Supervisor's activity reports

Willford reported addressing a personnel issue and came in for the PRAP Office Assessment Interview.

Hazel reported addressing a personnel issue, came in for the PRAP Office Assessment Interview and attending the 1W1P meeting on July 30th.

Gossman reported doing the PRAP Office Assessment Interview and the Statement Opening and Check Review. He attended the Forestry Field Day at Magellsen Bluff Park on July 25th at which approximately 50 people attended. Gossman thanked Stevens for his work to make the Field Day successful. He was also a part of the Friends of the Root River Flotilla. Mitch Gilbert and George Spangler were the naturalists on board. Over twenty people participated.

Pickett reported coming in for the PRAP Office Assessment Interview, attending the Forestry Field Day wrap-up meeting, and a Roadside Management meeting.

Roadside Management Workshops are coming up on August 28th in Room 108 in the County Office Building for landowners and maintenance personnel. There has been a limited request for no-spray signs.

Tesmer was not present.

2. Staff reports

A written report was included in the board packets.

a. Staff Project updates: Anne Koliha and Sara West

Koliha updated the board on the status of Buffer Law compliance in Fillmore County. Overall, 95.3% are in complete compliance. There are 20 parcels or 15 landowners that will be checked in the fall. Two non-compliant parcels were turned over to the County. As of this date, only one is still noncompliant.

A procedure will need to be identified for compliance tracking. Koliha suggested one third of the parcels will be reviewed each year. The chosen plan will need board approval and then posted on the website by November 1st. The complaint process has already been set up in a flowchart.

Koliha also gave an update on the status of the phone system. The current phone number should be able to be ported to the new system, whether that is a totally stand-alone system or sharing a phone system with the County. The approximate costs for equipment for a stand-alone system are \$15,000.00. No cost estimate is available yet for sharing with the County.

West gave an update on the number of Nutrient Management plans she has completed so far and the acres those plans cover. She has several plans in progress and has been talking to other producers who are getting their information together for her.

She also updated the board on what she has done so far this year with the SE Nitrogen BMP plots. She reported a field day is scheduled for August 29th for the Utica and Elgin plots. The tasks still left to do this fall were also mentioned.

3. Administrator's report

a. PRAP update

Rasmussen reported Susan had said all went well. NRCS staff, SWCD staff, SWCD board members and three former employees were interviewed.

The follow-up meeting is scheduled for September 18th starting with the board at 8:30 am and SWCD staff at 11:00 am. Individual meetings with NRCS and Rasmussen will be fit into the rest of the day.

b. Roadside Integrated Management project update This was discussed earlier.

c. SE Technical JPB meeting report

Rasmussen reported she and Tesmer attended.

Highlights of the meeting include:

- RCPP Feedlot grant second sign-up is coming up in March, 2019
- A new pickup and a new laptop will be purchased
- The leave policy was updated – leave donated to another employee is limited to 80 hours per year
- Dues may be increasing from \$1,000.00 to \$2,000.00 to be able to cover costs

d. MDA Noxious Weed Grant project

A contract has been signed with Stantec with the help of the County Attorney. Most of the landowner agreements have been signed. Stantec has gotten very little water treatment done as the size of their boats and equipment limited where they could access the river. Other obligations required them to leave so the contract will likely be extended until next year.

Another round of grants is coming up which could extend the work to Houston County and allow work to be done further downstream.

E. Funding opportunities for the Root River Watershed

A letter of interest was sent to MPCA for a 319 grant for the Root. The District was included in the first cut which will now be pared down to ten. There is no limitation for the type of projects and could include funds for staffing.

Another funding opportunity is an EPA grant called the Gulf of Mexico Program Farmer to Farmer Cooperative Agreements. This will be talked about at the upcoming 1W1P meeting.

There is also a Conservation Planning Initiative to hire a conservation planning specialist for Torkelson Creek to update plans and identify needed practices.

4. NRCS

No one was present from NRCS.

5. County

Commissioner Bakke was not present.

V. OLD BUSINESS

1. Consider amendment to Healthy Forests for Healthy Water Contract 2018-1-RP, Kristin Washburn, Forest Road Improvement, increasing the contract amount from \$9,022.50 to \$9,032.50 in order to use all remaining funds in the grant

Motioned by Gossman seconded by Willford to approve the amendment to the Healthy Forests for Healthy Water Contract 2018-1-RP, Forest Road Improvement, increasing the contract amount from \$9,022.50 to \$9,032.50 in order to use all remaining funds in the grant. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

2. Consider Amendment to FY2016 Field to Stream Partnership Phase II Implementation Grant to extend expiration date to December 31, 2020

Motioned by Willford seconded by Gossman to approve the amendment to FY2016 Field to Stream Partnership Phase II Implementation Grant to extend the expiration date to December 31, 2020. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

3. Consider transfer of \$9,644.67 from District funds to Nutrient Management funds to balance the account

Motioned by Gossman seconded by Pickett to approve the transfer of \$9,644.67 from District funds to Nutrient Management funds to balance the account. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

4. Consider Amendment 2 to contract with Ron Meiners for Field to Stream Partnership Technical Assistance to increase the amount by \$17,000.00 to \$97,131.00 to complete projects through 2019 spring construction

Motioned by Pickett seconded by Gossman to approve Amendment 2 to the contract with Ron Meiners for Field to Stream Partnership Technical Assistance to increase the amount by \$17,000.00 to \$97,131.00 to complete projects through 2019 spring construction. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

VI. NEW BUSINESS

1. Consider sponsorship of MN Grazing School hosted by GLCA on August 17 and 18, 2018 in Grand Rapids, MN

2. Consider action for past-due accounts receivable

Serfling reported there are two producers who had nutrient management updates/plans done in November of 2017 which have not been paid for. She asked for guidance from the board on how to handle the collection process.

Motioned by Gossman seconded by Pickett to write off the balance due for the two producers and draft a policy change stating that no new plans will be started until the first plan has been paid for. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

3. Consider interim financial report for Statewide Cover Crop Training 2018 to request next 40% of grant

Motioned by Willford seconded by Gossman to approve the interim financial report for the Statewide Cover Crop Training 2018 to request next 40% of the grant. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

4. Consider Board concurrence for Job Approval Authority (JAA) for Willis Goll

Motioned by Willford seconded by Pickett to approve the concurrence for Job Approval Authority (JAA) for Willis Goll. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

5. Consider investment of \$300,000.00 from next 40% of FSP Phase II Implementation grant funds into Money Market Account at Rushford State Bank

Motioned by Pickett seconded by Gossman to approve the investment of \$300,000.00 from the next 40% of FSP Phase II Implementation grant funds into the Money Market Account at Rushford State Bank. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

6. Consider Contractual Agreement for Services with David Ranzenberger until December 31, 2018 for 103 hours at a base wage of \$18.00 funded through the Fishers and Farmers Grant

Motioned by Willford seconded by Gossman to approve the Contractual Agreement for Services with David Ranzenberger until December 31, 2018 for 103 hours at a base wage of \$18.00, funded through the Fishers and Farmers Grant. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

7. Consider sponsorship of KFIL Ag Appreciation Breakfast

Motioned by Gossman seconded by Pickett to sponsor the KFIL Ag Appreciation Breakfast on Wednesday September 5th as a Platinum Sponsor which will include 30 – 30 second ads and 30 – 30 second online ads between 6 am and 7 pm, the District will be highlighted as a ticket drop location and a booth may be set up at the event plus an on-air interview at the event at a cost of \$360.00. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

Discussion followed regarding what to include in the ads and what should be featured in the booth. Suggestions included no fall tillage, no fall fertilizer application, no-till, cover crops, and stabilizer for manure applied in temperatures above 50 degrees.

8. Consider Local Capacity Cost Share Contract LC FY17-04 Anita Schissel, Grassed Waterway and Grade Stabilization Structure, in the amount of \$10,000.00

Motioned by Gossman seconded by Willford to approve the Local Capacity Cost Share Contract LC FY17-04 Anita Schissel, Grassed Waterway and Grade Stabilization Structure, in the amount of \$10,000.00. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

The board discussed possibly replacing chairs in some of the employee cubicles. This will be discussed at the next staff meeting with a recommendation brought to the board at the next meeting. Also to be discussed will be future technology needs.

Gossman stated he has a conflict with the date of the September board meeting.

Motioned by Gossman seconded by Pickett to change the date of the September board meeting to Thursday, September 20th at 4:30 pm. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

VII. ACCOUNTS PAYABLE

Motioned by Gossman seconded by Pickett to approve the August 2018 payables. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Tuesday, September 4th. Pickett volunteered.

VIII. ADJOURNMENT

Motioned by Willford seconded by Pickett to adjourn the meeting. Affirmative: Gossman, Pickett, Willford, Hazel. Opposed: none. Motion carried.

The meeting was adjourned at 10:30 a.m.

Respectfully Submitted,

Brian Hazel
Chair