

**DISTRICT REGULAR BOARD MEETING**

Monday, May 15, 2017  
3:30 P.M.  
USDA Service Center  
FSA Conference Room  
Preston, MN 55965

***Minutes***

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Anne Koliha, Rick Grooters, Scott Christenson

Willford called the meeting to order at 3:37 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER’S REPORT**

Motioned by Pickett seconded by Hazel to approve the April, 2017 Treasurer’s Report, subject to audit. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

Motioned by Tesmer seconded by Pickett to approve the Secretary’s Report from the April 13, 2017 Regular Board Meeting Minutes with the noted corrections. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

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

1. ~~Secretary’s Report—April 13, 2017 Regular Board Meeting Minutes~~
2. Payment of Healthy Forests for Healthy Water HFHW Contract 2014-1-R, Scott Nielsen, Pond Cleanout in the amount of \$1,500.00
3. Payment of HFHW contract with Mitch Gilbert for completion of Forest Stewardship Plan for 89 acres in the amount of \$890.00
4. Payment of HFHW contract with Mitch Gilbert for completion of Forest Stewardship Plan for 198 acres in the amount of \$1,980.00
5. Payment of District Cost Share Contract WB14-09 Walter Bradley, Farmstead Windbreak, in the amount of \$229.50

6. Payment of District Cost Share Contract WB14-07 Justin Redalen, Farmstead Windbreak, in the amount of \$382.50
7. Payment of District Cost Share Contract WB14-08 Donald Housker, Farmstead Windbreak, in the amount of \$306.00
8. Payment of State Cost Share Contract FY16-07 Milton Hallum, Grassed Waterway, in the amount of \$182.50

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

#### **IV. REPORTS**

##### **1. Supervisor's activity reports**

Willford reported attending a Cost-share committee meeting.

Gossman entered the meeting at 3:41 p.m.

Hazel reported attending the Lanesboro Awards Banquet and presenting Jared Troendle with the SWCD high school scholarship.

Gossman reported doing the statement opening and check review on May 1<sup>st</sup>.

Pickett reported attending an Education Committee meeting and went on the Wildflower Walk in Choice.

Tesmer reported attending an Education Committee meeting.

##### **2. Staff reports**

A written report was included in the board packets.

a. Introduce Scott Christenson, Conservation Technician  
Rasmussen introduced Scott Christenson, the newly hired Conservation Technician, to the board and they introduced themselves to him. He briefly told about himself.

b. 2017 Tree Program Summary  
Serfling prepared a spreadsheet with income and expenses for the 2017 tree program for the board to review.

c. Recognition of Anne Koliha for 15 years of service  
Rasmussen presented Anne Koliha a certificate for 15 years of service to the Soil and Water District, her longevity pay, and thanked her for her years of service.

##### **3. Administrator's report**

a. Conservation Building update  
Rasmussen reported the Conservation Building has had the carpets cleaned and the garage floor cleaned and resealed courtesy of the DNR after their use of the building during the Chronic Wasting Disease testing period.

b. 75<sup>th</sup> anniversary activities  
Rasmussen reviewed the 75<sup>th</sup> anniversary calendar. She provided a detailed listing of the events for the Conservation Tour on June 27<sup>th</sup> which was reviewed by all.

c. MCIT Risk Management Training report  
Rasmussen reported on the MCIT Risk Management Training she had attended. Some of the topics covered were contracts, procedures for hiring, background checks, the Data Practices Act and Open Meeting Law.

4. NRCS

No NRCS representative was present.

5. County

No County representative was present.

**V. OLD BUSINESS**

1. Consider amendment to Healthy Forests for Healthy Waters Contract with Johnny Micheel for services to write Forest Stewardship Plan increasing the acres from 101 to 117 and increasing compensation from \$1,010.00 to \$1,170.00

Motioned by Hazel seconded by Tesmer to approve the amendment to Healthy Forests for Healthy Waters Contract with Johnny Micheel for services to write a Forest Stewardship Plan increasing the acres from 101 to 117 and increasing compensation from \$1,010.00 to \$1,170.00. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

2. Consider payment of Healthy Forests for Healthy Water Contract with Johnny Micheel for completion of Forest Stewardship Plan for 117 acres in Norway Township in the amount of \$1,170.00

Motioned by Hazel seconded by Gossman to approve the payment of the Healthy Forests for Healthy Water Contract with Johnny Micheel for completion of Forest Stewardship Plan for 117 acres in Norway Township in the amount of \$1,170.00. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

3. Consider request to cancel FSP Phase II Implementation Cost Share Assistance Contract CC16-05 Jerry Nagel, Grassed Waterway, in the amount of \$9,009.00

Motioned by Tesmer seconded by Willford to approve the request to cancel the FSP Phase II Implementation Cost Share Assistance Contract CC16-05 Jerry Nagel, Grassed Waterway, in the amount of \$9,009.00. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

4. Consider MASWCD resolution(s)

No resolutions to consider.

5. Consider authorizing Chair to sign amendment to MDA Joint Powers Agreement 104156 Root River Field to Stream Partnership monitoring

Motioned by Pickett seconded by Hazel to authorize the Chair to sign the amendment to the MDA Joint Powers Agreement 104156 for Root River Field to Stream Partnership monitoring. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

6. Consider amendment to Healthy Forests for Healthy Water Contract 2016-2-RP, Richard Anderson, Pond Cleanout, to extend completion date to May 15, 2018

Motioned by Pickett seconded by Hazel to approve the amendment to the Healthy Forests for Healthy Water Contract 2016-2-RP, Richard Anderson, Pond Cleanout, to extend the completion date to May 15, 2018. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

7. Consider cancellation of the following Healthy Forest for Healthy Waters Contracts due to contract expiration:

2015-5-RP	Stephen Agrimson	\$7,195.75
2016-2-RP	Michael Zirbes	\$1,537.50
2016-3-RP	Robert Wick	\$680.00
2016-4-RP	Dana Coulter	\$700.00

Motioned by Tesmer seconded by Pickett to approve the cancellation of the following Healthy Forest for Healthy Water contracts due to contract expiration:

2015-5-RP	Stephen Agrimson	\$7,193.75
2016-2-RP	Michael Zirbes	\$1,537.50
2016-3-RP	Robert Wick	\$680.00
2016-4-RP	Dana Coulter	\$700.00

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

**VI. NEW BUSINESS**

1. Consider Well Network Coordinator Sub-agreement with the SE MN Water Resources Board in the amount of \$2,000.00

Motioned by Hazel seconded by Tesmer to approve the Well Network Coordinator Sub-agreement with the SE MN Water Resources Board in the amount of \$2,000.00.

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

2. Consider authorizing Administrator to submit and sign Phase XVII FY2018 Farm Bill Assistance Partnership Grant Response Form as the Authorized Representative

Motioned by Tesmer seconded by Gossman to grant approval to the Administrator to submit and sign Phase XVII FY2018 Farm Bill Assistance Partnership Grant Response Form as the Authorized Representative. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

3. Review information for Buffer Law 'Other Waters' designations

Koliha explained what is designated as 'Other Waters'. She encouraged the board to contact her to look at maps and ask more questions regarding the 'other waters' designation.

A draft resolution to adopt the summary of 'other waters' for inclusion in the Local Water Management plan was included in the board packet for review and needs approval by July 1<sup>st</sup>. The purpose of the 'other waters' is to help identify areas that would benefit from a buffer or filter strip and promote voluntary projects.

4. Consider recommendations for 2017 Outstanding Conservationist

Staff recommendations for the 2017 Outstanding Conservationist were reviewed. Additional information was requested and is to be included in the next board meeting packet.

5. Consider District Conservation Practice Assistance Contract SC17-01 Beverly J. Mensink Revocable Trust, Summer Construction Incentive, (2 acres), in the amount of \$326.00

Rasmussen explained this project would be eligible to receive the Summer Construction Incentive for up to a maximum of four years in the amount of \$326.00 per year with each year requiring a new contract. This area is the haul road for removing sediment from the E-3 flood control structure.

Motioned by Gossman seconded by Tesmer to approve the District Conservation Practice Assistance Contract SC17-01 Beverly J. Mensink Revocable Trust, Summer Construction Incentive, (2 acres), in the amount of \$326.00 for 2017. Affirmative: Gossman, Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

6. Consider MDA FSP Phase II Implementation Grant Conservation Practice Assistance Contract CC16-11 Beverly J. Mensink Revocable Trust, Structure Restoration, in the amount of \$226,000.00

Rasmussen reviewed the details for the E-3 flood control structure restoration project, the steps needed to be taken and the benefits of the project.

Motioned by Tesmer seconded by Hazel to approve the MDA FSP Phase II Implementation Grant Conservation Practice Assistance Contract CC16-11 Beverly J.

Mensink Revocable Trust, Structure Restoration, in the amount of \$226,000.00. Affirmative: Gossman, Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

7. Consider District Conservation Practice Assistance Contract SC17-02 Wade Krahn, Summer Construction Incentive, (9 acres), in the amount of \$1,467.00

Motioned by Hazel seconded by Gossman to approve the District Conservation Practice Assistance Contract SC17-02 Wade Krahn, Summer Construction Incentive, (9 acres), in the amount of \$1,467.00. Affirmative: Gossman, Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

8. Consider bids for bus rental for June 27<sup>th</sup> Conservation Tour

Two quotes for bus rental were reviewed.

Motioned by Hazel seconded by Pickett to approve the quote from Bernard's Bus Service in the amount of \$650.00 for the June 27<sup>th</sup> Conservation Tour. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

9. Consider use of \$1,500.00 from District Special Projects Fund for June 27<sup>th</sup> 75<sup>th</sup> Anniversary meal

Motioned by Tesmer seconded by Hazel to approve the use of \$1,500.00 from District Special Projects Fund to purchase food and supplies for the June 27<sup>th</sup> 75<sup>th</sup> Anniversary meal. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

**VII. ACCOUNTS PAYABLE**

Motioned by Gossman seconded by Tesmer to approve the May, 2017 payables. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Thursday, June 1<sup>st</sup>. Willford volunteered.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 5:55 p.m.

Respectfully Submitted,

Tim Gossman