

**DISTRICT REGULAR BOARD MEETING**

Thursday, December 15, 2016

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

***Minutes***

MEMBERS PRESENT: Tim Gossman, Brian Hazel, Leonard Leutink, Pam Mensink, Travis Willford

MEMBERS ABSENT: None.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Jessica Bronson (NRCS), Duane Bakke (County Commissioner), Kathy Tesmer (Supervisor elect), Adam Beilke (BWSR)

Willford called the meeting to order at 4:31 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Mensink seconded by Gossman to approve the November, 2016 Treasurer's Report, subject to audit. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

Motioned by Mensink seconded by Leutink to approve the following consent agenda items:

1. Secretary's Report – November 17, 2016 Regular Board Meeting Minutes
2. Payment of Conservation Practice Assistance Contract FY15-09 Rick Hansen, Grassed Waterway, in the amount of \$1,338.00
3. Payment of Conservation Practice Assistance Contract FY15-10 Gary Hellickson, Terrace with underground outlet, in the amount of \$4,301.00
4. Payment of FSP Phase II Implementation Conservation Practice Assistance Contract BC16-04 Carter Lee, Grassed Waterways, in the amount of \$25,069.00

Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

#### **IV. REPORTS**

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

Willford had nothing to report.

Hazel had nothing to report.

Leutink had nothing to report.

Gossman reported attending a Friends of the Root River meeting. He reported the Friends group is sponsoring Science Sundays as part of the Smithsonian Waterways that will be in Lanesboro in 2017.

Mensink had nothing to report.

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

A written report was included in the board packets.

- a. MASWCD Convention report: Donna Rasmussen reported on the sessions she attended and told about the keynote speaker. All the resolutions that were recommended were passed as a group which included both resolutions submitted by Fillmore.

Both Eickhoff families attended the convention and commented on how they enjoyed the Eagle presentation.

- b. Iowa State Integrated Pest Management Training: John John Boyum provided a written report of his training at Iowa State.

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

- a. Use of Conservation Building for DNR CWD deer processing  
Rasmussen reported Jim Edgar is working with DNR staff that will be using the Conservation Building for processing the deer brought in for CWD testing.

DNR staff will be covering the floor, plugging the drain, installing internet in the building and will have the floor cleaned and resealed when they are done which will be March 1<sup>st</sup> or March 15<sup>th</sup> at the latest.

- b. Root River 1W1P update  
Rasmussen reported that she and Ronnenberg presented the One Watershed, One Plan at the BWSR Board Meeting which the BWSR Board unanimously approved. The Policy Committee meets on Monday and will recommend approval of the plan to the other LGU boards involved for their approval.

- c. Regional Conservation Organization discussion

Rasmussen reported attending a meeting with representatives of the Joint Powers Board, Water Resources Board and the RC&D, plus other staff to discuss how the three boards can work more efficiently together to meet water resource needs.

d. Conservation Corps crew rain garden project at County Office Building  
The rain garden project at the County Office Building was completed in November by the Conservation Corps crew. The project was funded with leftover funds from the TNC Decorah Shale project with the balance coming from education and outreach funds.

Tesmer left the meeting at 4:58 p.m.

e. Clean Water Fund grants  
Rasmussen reported that the Rushford-Peterson Stormwater project that was submitted was not funded.

f. List of 2016 completed cost share projects  
A list of projects completed by the technicians in 2016 was reviewed. Rasmussen uses this information when attending the Day at the Capitol.

g. Review of 75<sup>th</sup> Anniversary calendar  
Rasmussen discussed the calendar of events she had put together. She suggested creating a display that could be easily set up and used in parades, at the fair and other events. She asked the board for additional ideas.

h. WCA shared position update  
Rasmussen said Wabasha received WCA duties back from the County and they wish to go forward and participate with a shared WCA position.

i. New Supervisor Orientation  
A new supervisor orientation is being scheduled by BWSR for some time in February or March, 2017.

#### 4. NRCS

Bronson reported there is a federal push to get producers signed up for the USDA Conservation Client Gateway which would allow producers the ability to track payments, request service and sign documents without coming into the office.

NRCS is operating under a continuing resolution which has been extended until April 27, 2017.

She reported on an MRBI meeting with NRCS, MDA and other partners. Bronson will be scheduling a meeting with the District Board members, SWCD staff and other partners regarding what all involved are planning to do to push FY18 MRBI-EQIP.

#### 5. County

Bakke discussed a funding proposal from the Clean Water Council for One Watershed, One Plan. Potentially \$12 million over 2 years could be available in grants for 1W1P.

He asked Rasmussen for an update on the buffer law as to how many will need buffers and who will take on the enforcement.

6. BWSR – Adam Beilke

Beilke introduced himself as the new Board Conservationist for this area. He reported more buffer related pieces have been added to the BWSR website which will have thirty days for comments. They are working on the Alternative Practices piece which he said is tough to put numbers together for.

The second round of SWCD capacity grants will be disbursed soon. An added option for 2017 to increase the amount received was based on how much the County increased its allocation to the SWCD.

**V. OLD BUSINESS**

1. Consider approval of 2017 Cost of Living Adjustment of 2.5%

Rasmussen said she used the 2.5% COLA adjustment in the budget that was looked at last month and it is the same amount being proposed by the County.

Motioned by Leutink seconded by Gossman to approve the 2017 Cost of Living Adjustment of 2.5%. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

2. Consider approval of 2017 Proposed Budget

Rasmussen noted no changes had been made since the budget was reviewed last month. There was a discussion and questions regarding the spending of the Local Capacity Grant Funds.

Motioned by Leutink seconded by Hazel to approve the 2017 Proposed Budget as presented. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

**VI. NEW BUSINESS**

1. Consider payment of 319 Feedlot Grant Cost Share Assistance Contract F6G-07 Joe Marquardt, Feedlot Runoff Control, in the amount of \$4,188.00

Motioned by Hazel seconded by Mensink to approve the payment of 319 Feedlot Grant Cost Share Assistance Contract F6G-07 Joe Marquardt, Feedlot Runoff Control, in the amount of \$4,188.00. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

2. Consider 2017 membership dues for Dean Thomas in the Midwest Forage Association in the amount of \$40.00

Motioned by Gossman seconded by Hazel to approve the payment of the 2017 membership dues for Dean Thomas in the Midwest Forage Association in the amount of \$40.00. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

3. Consider sponsorship of U of MN Extension's Cow Calf Days in the amount of \$100.00, January 26, 2017 at the Eagles Club in Rochester

Motioned by Leutink seconded by Hazel to approve the sponsorship of U of MN Extension's Cow Calf Days in the amount of \$100.00 which is scheduled for January 26, 2017 at the Eagles Club in Rochester. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

4. Consider Healthy Forest for Healthy Water Contract 2016-4-RP, Dana & Tracy Coulter, in the amount of \$700.00 for Forest Road Improvement (\$616.50 from DNR grant and \$83.50 from BWSR grant)

Motioned by Mensink seconded by Gossman to approve the Healthy Forest for Healthy Water Contract 2016-4-RP, Dana & Tracy Coulter, in the amount of \$700.00 for Forest Road Improvement using \$616.50 from the DNR grant and \$83.50 from the BWSR grant. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

5. Consider BWSR FY2017 Buffer Law Implementation Program Grant Agreement in the amount of \$30,000.00

Motioned by Leutink seconded by Hazel to approve the BWSR FY2017 Buffer Law Implementation Program Grant Agreement in the amount of \$30,000.00. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

6. Consider contract with Mitch Gilbert for Services to Write Forest Stewardship Plan for 410 acres and compensation not to exceed \$4,100.00

Motioned by Hazel seconded by Gossman to approve the contract with Mitch Gilbert for Services to Write Forest Stewardship Plan for 410 acres and compensation not to exceed \$4,100.00. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

7. Consider approval for out of state travel, registration, lodging and meals for Nutrient Management Specialist to attend the Midwest Forage Council Symposium January 23-25 in Wisconsin Dells, WI

Motioned by Gossman seconded by Leutink to approve out of state travel, registration, lodging and meals for Nutrient Management Specialists to attend the Midwest Forage Council Symposium January 23-25 in Wisconsin Dells, WI and approve payment of

membership in the amount of \$40.00. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

There was a short discussion regarding FFA students coming in and shadowing staff to see what their jobs are like.

#### **VII. ACCOUNTS PAYABLE**

Motioned by Gossman seconded by Mensink to approve the December 2016 payables. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Tuesday, January 3rd. Willford volunteered.

Rasmussen asked to change the order of the Annual Planning Meeting to discussing the annual plan at 3:00 pm so staff may attend and then follow with the insurance discussion.

#### **VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:12 p.m.

Respectfully Submitted,

Leonard Leutink, Jr.