

**DISTRICT REGULAR BOARD MEETING**

Thursday, December 17, 2015

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)

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

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Leutink seconded by Hazel to approve the November 2015 Treasurer's report, subject to audit. Affirmative: Mensink, Leutink, Hazel, Gossman. 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 16, 2015 Regular Board Meeting Minutes
2. Payment of Healthy Forests for Healthy Water Contract 2014-4-R, Bryan Mehus, Invasive Species Management (\$1,300.00) and Pond Cleanout (\$1,500.00) in the amount of \$2,800.00
3. Payment of Healthy Forests for Healthy Water Contract 2015-5-R, Thomas Ellingson, Pond Cleanout, in the amount of \$1,500.00
4. Payment of Community Partners Stormwater Mini-grant Contract, Eagle Bluff Environmental Learning Center, in the amount of \$18,695.00

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

**IV. REPORTS**

## 1. Supervisor's activity report

Willford was not present at this time.

Hazel reported doing the statement opening and check detail, attending the Minnesota Agricultural Water Quality Certification (MAWQCP) meeting, and the BALMM meeting.

Mensink reported attending the MAWQCP meeting and a Farmers First technology meeting.

Leutink reported attending the Hiawatha Valley RC&D meeting, and the Root River One Watershed, One Plan meeting.

Gossman reported attending the 30<sup>th</sup> anniversary party of CRP in Washington, D.C. where he and his wife received a certificate for having trees the entire 30 years. He also attended the MASWCD Convention and a Beginning Farmer meeting.

## 2. Staff reports

A written report was included in the board packets.

- a. MASWCD Convention reports: Donna and Anne Koliha's report was included in the board packets.

Rasmussen reported on the sessions she attended at the MASWCD convention which included the buffer initiative, groundwater management tools, pointers on doing interviews, and the USDA leasing process. She was also on a panel regarding the *Swimmable, Fishable, Fixable?* report that came out in April.

She attended the Outstanding Conservationist luncheon where the Goldsmith Brothers were named the State's outstanding conservationists.

Willford entered the meeting at 4:57 p.m.

- b. Iowa State Integrated Pest Management Training: John  
A written report was given to board members.

## 3. Administrator's report

- a. ~~Employee recognition for Jennifer Ronnenberg for five years of service~~

- b. Employee recognition for Jeanette Serfling for ten years of service  
Serfling was thanked for her ten years of service to the District and presented with a certificate and longevity pay.

- c. BWSR Clean Water Funds Grant Awards  
Rasmussen updated the board on the status of the Clean Water Funds Grant Awards. The MDA Field to Stream Partnership application was approved for

funding in the amount of \$804,000.00. The Pond Clean-out application was not funded, and neither was the feedlot application.

d. Root River One Watershed, One Plan update

Rasmussen reported that at the meeting on November 30<sup>th</sup>, the policy committee reviewed the draft Joint Powers Agreement and some revisions were made. Section 3 of the plan continues to be reviewed. The next meeting is January 4<sup>th</sup>.

e. 2016 newspaper insert

Rasmussen noted the 2016 insert is scheduled to be in the Reader. Due to not selling enough advertising to cover the printing last time, they will be charging \$700.00 for a twelve page insert or \$450.00 for an eight page insert. The other option would be to have eight pages within the Reader, which would be half stories and half advertising at no cost. Board consensus was to try to utilize the center eight pages at no cost.

f. DNR request for assistance with buffer maps

The DNR is asking for assistance with the buffer maps. Rasmussen provided the board with a copy of the letter with links to the websites where more information is available.

e. Disposal of old computers

Rasmussen reported our five new computers are being readied by the County and should be coming soon. She checked with SEMCAC and they will take the old computers as long as they have been wiped. This will be added to the agenda in January for action.

4. NRCS

Bronson reported Tim Wilson, Brooklyn Center, will be the new acting Assistant State Conservationist. More guidance will be coming out on what to expect from the field offices. She is continuing to work on EQIP.

5. County

No one was present from the County.

**IV. REPORTS, continued**

1. Supervisor's activity report

Willford reported attending the MAWQCP meeting and the U of M rental rates meeting.

**V. OLD BUSINESS**

1. Consider draft Customer Satisfaction Survey

The Board discussed the draft Customer Satisfaction Survey and made suggestions to improve the form. Rasmussen will revamp the survey utilizing the suggested changes, email it to the Board and staff for further review, and bring it back to the January meeting.

2. Consider approval of 2016 Cost of Living Adjustment of 2%

Motioned by Hazel seconded by Mensink to approve the 2016 Cost of Living Adjustment in the amount of 1%. The Chair asked for a show of hands. Affirmative: Hazel, Mensink, Willford. Opposed: Leutink, Gossman. Motion carried.

3. Consider approval of 2016 Proposed Budget

Due to the change in the COLA for 2016, the budget will need to be revised. Rasmussen will make the necessary changes and bring it back for board approval next month. The Board directed Rasmussen to put the 1% COLA savings into cost-share for District programs.

4. Consider amendment to Community Partners Stormwater Mini-Grant Contract, Friends of the Root River, increasing the amount from \$1,640.00 to \$1,949.17 utilizing slippage from another contract

Motioned by Hazel seconded by Mensink to approve the amendment to the Community Partners Stormwater Mini-Grant Contract, Friends of the Root River, increasing the amount from \$1,646.00 to \$1,949.17 utilizing slippage from another contract. Affirmative: Hazel, Leutink, Mensink, Willford, Gossman. Opposed: none. Motion carried.

5. Consider payment of Community Partners Stormwater Mini-Grant Contract, Friends of the Root River, in the amount of \$1,949.17

Motioned by Willford seconded by Hazel to approve payment of Community Partners Stormwater Mini-Grant Contract, Friends of the Root River, in the amount of \$1,949.17. Affirmative: Hazel, Leutink, Mensink, Willford, Gossman. Opposed: none. Motion carried.

**VI. NEW BUSINESS**

1. Consider sponsorship of the U of M Extension Cow Calf Days in the amount of \$100.00

Motioned by Leutink seconded by Hazel to approve sponsorship of the U of M Extension Cow Calf Days in the amount of \$100.00. Affirmative: Mensink, Leutink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

2. Consider approval for the Fillmore SWCD be named as the day-to-day contact in the Root River One Watershed, One Plan Implementation Joint Powers Agreement

Motioned by Hazel seconded by Mensink to approve the Fillmore SWCD be named as the day-to-day contact in the Root River One Watershed, One Plan Implementation Joint

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

3. Consider transfer of \$391.30 from Forest Stewardship Grant to District Funds to close out account

Motioned by Hazel seconded by Leutink to approve the transfer of \$391.30 from the Forest Stewardship Grant to District Funds to close out the account. Affirmative: Leutink, Mensink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

4. Consider transfer of \$531.08 from Nature Conservancy Grant to District Funds to close out account

Motioned by Hazel seconded by Mensink to approve the transfer of \$531.08 from the Nature Conservancy Grant to District Funds to close out the account. Affirmative: Leutink, Mensink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

5. Consider 2016 membership dues for Dean Thomas in the Midwest Forage Association in the amount of \$40.00

Motioned by Willford seconded by Mensink to approve paying the 2016 membership dues for Dean Thomas in the Midwest Forage Association in the amount of \$40.00. Affirmative: Mensink, Leutink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

6. Consider Agreement #98219, MPCA Root River Pollutant Load Monitoring in the amount of \$72,239.07 for 2016-2018 and approval for Chair to sign

Motioned by Leutink seconded by Mensink to approve Agreement #98219, MPCA Root River Pollutant Load Monitoring Project in the amount of \$72,239.07 for 2016-2018 and grant approval for the Chair to sign the agreement. Affirmative: Mensink, Leutink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

7. Consider Healthy Forests for Healthy Water Contract 2015-7-R, Thomas Ellingson, for 10.2 acres, Invasive Species Management-Moderate (ISM) in the amount of \$2,040.00

Motioned by Mensink seconded by Willford to approve the Healthy Forests for Healthy Water Contract 2015-7-R, Thomas Ellingson, for 10.2 acres, Invasive Species Management-Moderate (ISM) in the amount of \$2,040.00. Affirmative: Mensink, Leutink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

8. Consider Healthy Forests for Healthy Water Contract 2015-8-R, Thomas Ellingson, for 8.9 acres Invasive Species Management-Heavy (ISM) in the amount of \$2,892.50

Motioned by Leutink seconded by Hazel to approve the Healthy Forests for Healthy Water Contract 2015-8-R, Thomas Ellingson, for 8.9 acres Invasive Species

Management-Heavy (ISM) in the amount of \$2,892.50. Affirmative: Mensink, Leutink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

**VII. ACCOUNTS PAYABLE**

Motioned by Mensink seconded by Leutink to approve the December 2015 payables. Affirmative: Mensink, Leutink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Monday, January 4, 2016. Leutink volunteered.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:49 p.m.

Respectfully Submitted,

Travis Willford