

**DISTRICT REGULAR BOARD MEETING**

Tuesday, August 13, 2013

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

***Minutes***

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

MEMBERS ABSENT: Tim Gossman.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Jessica Bronson (NRCS)

Willford called the meeting to order at 4:34 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Mensink seconded by Leutink to approve the July 2013 Treasurer's report, subject to audit. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

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

1. Secretary's Report – July 11, 2013 Regular Board Meeting Minutes

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

**IV. REPORTS**

1. Supervisor's activity report

Willford reported on his trip to Indianapolis as part of the Cover Crop Champion Grant.

Hazel reported speaking on the fair radio spot and hosting a forage field day.

Mensink reported attending a JPB meeting where they discussed updating equipment and funding for the JPB employees.

Leutink reported sitting in on a conference call with Bernau regarding planning for the MASWCD convention and coming in for the statement opening and check review.

Gossman was not present.

## 2. Staff reports

A written report was included in the board packets.

Rasmussen reported the 6<sup>th</sup> Grade Conservation Field Day is tentatively scheduled for Wednesday, September 18<sup>th</sup>.

## 3. Administrator's report

### a. East Willow Creek watershed structure tour report

The East Willow Creek tour was held on July 17<sup>th</sup>. Representatives from the SWCD, County Commissioners, County Highway Department and Sentence to Serve viewed the sites. Notes were prepared and sites prioritized for fall work which would include tree removal and possible chemical treatment.

### b. Meeting with health insurance representative September 19 @ 10 am

The meeting with the health insurance representative is open to all staff and board members who are interested in attending. The representative will discuss the Affordable Care Act and the effect it will have on the insurance.

Cherie Brink, F & M Insurance, is compiling information from other groups and companies for review and comparison.

### c. BWSR Clean Water Fund Grant Applications

The application period opens on September 3<sup>rd</sup>. Applications for funding for the nutrient management specialist and grazing specialist will be submitted. Koliha will be working on the application for feedlot projects, but funding in that category will be pretty slim. Rasmussen will consider reapplying for pond cleanout funding by revamping last year's application.

### d. Forestry Field Day and Committee meeting reports

The Forestry Field day was held on July 23<sup>rd</sup> with approximately 40 people attending including members of the Audubon Society. Attendees could take two different routes. A new location is being planned for next year.

In addition to the Conservation Corp intern, a forestry intern may also be hired with possible funding from the Forest Resources Council.

## 4. NRCS

Bronson reported staff is working on CRP re-enrollment and general CRP plans. The Local Workgroup Meeting is scheduled for August 23<sup>rd</sup> at the Conservation Building. NRCS was notified on July 25<sup>th</sup> of an EQIP prevented planting cover crop signup. Forty-seven applications were scored and ranked with no one in Fillmore County being funded.

Fifty-three applications have been received for the second round of funding ending on August 19<sup>th</sup>.

5. County

No representative from the County was present.

**V. OLD BUSINESS**

1. Consider amendment to DNR Agreement for Root River Landscape Plan Phase II Grant to extend the end date to March 31, 2014

Motioned by Leutink seconded by Mensink to approve the amendment to the DNR Agreement for the Root River Landscape Plan Phase II Grant to extend the end date to March 31, 2014. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

2. Consider amendment to subcontract with Zach Reusch, Acer Forest and Tree LLC, to extend the end date to March 6, 2014

Motioned by Hazel seconded by Mensink to approve the amendment to subcontract with Zach Reusch, Acer Forest and Tree LLC, to extend the end date to March 6, 2014. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

3. Discuss options for 2014 Fillmore County Fair Booth

Serfling showed photos of the destruction to materials used for this year's fair booth and asked the Board for suggestions for next year. It was suggested that a letter with the photos be sent to the fair board.

She had talked with Public Health about the possibility of working jointly with them next year with nitrate testing and blood pressure checks one afternoon. Board consensus was to follow up with Public Health.

**VI. NEW BUSINESS**

1. Consider State Cost Share Contracts listed below:

FY13-04	Jerry Olson	Grassed Waterway	\$1,560.00
FY13-05	Don Cooper	Grassed Waterway	\$1,500.00
FY13-06	Lucas Fjetland	Farmstead Windbreak	\$1,744.00
FY13-08	Cherry Grove United Methodist Church	Well Decommissioning	\$1,000.00
FY13-07	Lynn Steinbrink	Grassed Waterways	\$3,774.00
FY13-09	Luanne Peterson	Grassed Waterway	\$3,720.00

Motioned by Hazel seconded by Leutink to approve the State Cost Share Contracts listed below:

FY13-04	Jerry Olson	Grassed Waterway	\$1,560.00
FY13-05	Don Cooper	Grassed Waterway	\$1,500.00
FY13-06	Lucas Fjetland	Farmstead Windbreak	\$1,744.00
FY13-08	Cherry Grove United Methodist Church	Well Decommissioning	\$1,000.00
FY13-07	Lynn Steinbrink	Grassed Waterways	\$3,774.00
FY13-09	Luanne Peterson	Grassed Waterways	\$3,720.00

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

2. Consider Returning College Student Scholarship Recipient

Motioned by Leutink seconded by Hazel to award the \$500.00 Returning College Student Scholarship to Katie Winslow of Fountain as recommended by the Education Committee. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

3. Review MASWCD Contribution Agreement for CRP Plans

Bronson left the meeting at 5:31 p.m.

NRCS has funding through the MASWCD for preparation of CRP Plans. It was determined that 45 plans could be completed by September 6th.

Motioned by Mensink seconded by Leutink to submit a Letter of Intention to MASWCD and NRCS for funding for the preparation of CRP plans. Affirmative: Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

4. Consider length of service increase for employee #23023 from Grade 6, Step 2 to Grade 6, Step 3 effective August 16, 2013 as recommended by the Administrator

Motioned by Leutink seconded by Mensink to approve the length of service increase for employee #23023 from Grade 6, Step 2 to Grade 6, Step 3 effective August 16, 2013 as recommended by the Administrator. Affirmative: Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

5. Consider addition of section 2.12 Employee Recognition to Personnel Policy per recommendation of Personnel Committee

Rasmussen reported she had been directed to develop policy for employee recognition based on past history. Board members discussed the proposed policy.

Motioned by Leutink seconded by Hazel to approve the addition of Section 2.12 Employee Recognition to the Personnel Policy per the recommendation of the Personnel Committee. Affirmative: Hazel, Leutink, Willford. Opposed: Mensink. Motion carried.

6. Discuss proposed changes to State Cost Share Rules affecting windbreaks

The BWSR Board will be meeting at the end of August to vote on the proposed changes to the State Cost Share rules that will eliminate funding for windbreaks.

It was suggested that Special Project funds could be used to cost share windbreaks. This will be discussed at a later date.

7. Consider agreement with The Nature Conservancy for \$10,000.00 for cover crops in Rush-Pine Watershed

Motioned by Hazel seconded by Mensink to approve the agreement with The Nature Conservancy for \$10,000.00 for cover crops in the Rush-Pine Watershed. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

8. Consider approval to request NRCS to document and assign Technical Approval Authority ratings for ecological sciences for Anne Koliha

By requesting Technical Approval Authority for Koliha, it may make it possible to do more contribution agreements with NRCS. Board approval is needed to start the process.

Motioned by Mensink seconded by Leutink to approve the request to NRCS to document and assign Technical Approval Authority ratings for ecological sciences for Anne Koliha. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

9. Consider Stormwater Mini-Grant application for Kingsland Courtyard Rain Gardens in the amount of \$1,800.00

Motioned by Leutink seconded by Mensink to approve the Stormwater Mini-Grant application for Kingsland Courtyard Rain Gardens in the amount of \$1,800.00. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

10. Consider approval for Grazing Specialist to attend Soil Health and Sustainability Field Tour August 26-28 in Bismarck, ND

Motioned by Leutink seconded by Mensink to grant approval to the Grazing Specialist to attend a Soil Health and Sustainability Field Tour on August 26-28 in Bismarck, ND. Affirmative: Hazel, Mensink, Leutink, Willford. Opposed: none. Motion carried.

11. Discuss September meeting date

Rasmussen reported that Gossman has a conflict with the September meeting and asked if the meeting should be rescheduled. Board consensus was to leave the meeting as scheduled.

**VII. ACCOUNTS PAYABLE**

Motioned by Leutink seconded by Hazel to approve the August 2013 accounts payable. Affirmative: Mensink, Hazel, Leutink, Willford. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Tuesday, September 3, 2013. Mensink will check her schedule otherwise Leutink said he would be available.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:23 p.m.

Respectfully Submitted,

Pamela Mensink