

**DISTRICT REGULAR BOARD MEETING**

Tuesday, March 14, 2017

8:00 A.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, Rick Grooters, Dean Thomas, Jessica Bronson (NRCS), Duane Bakke (County Commissioner)

Supervisor Hazel called the meeting to order at 8:07 a.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Tesmer seconded by Gossman to approve the February 2017 Treasurer's Report, subject to audit. Affirmative: Hazel, Gossman, Pickett, Tesmer. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

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

1. Secretary's Report – February 9, 2017 Regular Board Meeting Minutes

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

**IV. REPORTS**

1. Supervisor's activity reports

Willford was not present at this time.

Hazel reported attending Personnel Committee meetings. He also attended the Farm Bureau Water Summit in Rushford.

Gossman reported attending the Education Committee meeting.

Pickett reported attending the New Supervisor Orientation in Rochester, the Education Committee meeting and the March 2<sup>nd</sup> Special Board meeting.

Tesmer reported attending the New Supervisor Orientation in Rochester, the Education Committee meeting and the March 2<sup>nd</sup> Special Board meeting.

2. Staff reports

A written report was included in the board packets.

3. Administrator's report

a. Update on Conservation Technician applications

The job announcement was in the March 6<sup>th</sup> issue of the local newspapers and was sent to MACDE, various schools, and the County Coordinator. Two applications have been received so far.

b. Root River 1W1P update

Rasmussen reported that all but one LGU has adopted the resolution for the 1W1P. The policy committee will be meeting on March 20<sup>th</sup> to approve the by-laws and work plan.

c. Customer Satisfaction Survey update

Rasmussen reported 171 surveys had been mailed out approximately two weeks ago. To date 18 surveys have been received – 17 good and 1 bad.

4. NRCS

Bronson reported they are working on EQIP applications, catching up on CRP eligibility, CRP plans and have started field work.

Willford entered the meeting at 8:18 a.m.

5. County

Bakke commented on the buffer bills currently in legislation. He reported each county in the state will receive funding for enforcement. Changes are being considered to determine landowner compliance.

Bakke left the meeting at 8:37 a.m.

Willford took over the meeting.

**V. OLD BUSINESS**

1. Consider approval for Chair to sign Secretary's Report from March 2, 2017 Special Board Meeting and Supervisor Pickett to sign minutes from February 22<sup>nd</sup> Education Committee Meeting

Motioned by Gossman seconded by Tesmer to grant approval for the Chair to sign the Secretary's Report from the March 2, 2017 Special Board Meeting and Supervisor Pickett to sign the minutes from the February 22<sup>nd</sup> Education Committee Meeting. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

2. Consider approval of Secretary's Report from March 2, 2017 Special Board Meeting and February 22, 2017 Education Committee Meeting

Motioned by Hazel seconded by Pickett to approve the Secretary's Report from the March 2, 2017 Special Board Meeting and the minutes from the February 22, 2017 Education Committee Meeting. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

3. Consider vehicle purchase

Grooters provided information for state bids and from a local dealer for board review.

Motioned by Hazel seconded by Gossman to appoint Willford and Pickett to a committee with staff to bring a recommendation to the next meeting for the vehicle purchase. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

4. Consider sale of 2002 Jeep Cherokee

This item will be added to a future meeting agenda.

5. Consider Health Savings Account contribution policy in relation to employee resignation

The board discussed whether the Health Savings Account contribution should be paid in full or prorated in relation to the current employee's resignation. It was suggested the policy be reviewed at the time employees are reviewing health insurance options.

Motioned by Hazel seconded by Pickett to make the regular contribution to the employee HSA account as long as the employee was here as of March 1<sup>st</sup>. The policy will be revisited in August. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

6. Review Education Committee recommendations

Rasmussen reviewed the 75<sup>th</sup> Anniversary events reviewed by the Education Committee.

Board members volunteered to drive the SWCD pickup in the area parades as follows:

May 20	Trout Days Parade-Preston	Pickett
May 20	Whalan Stand Still Parade-Whalan	Tesmer
June 17	Gammel Dag Parade-Peterson	Hazel
July 4	4 <sup>th</sup> of July Parade-Cherry Grove	Gossman
July 4	4 <sup>th</sup> of July Parade-Harmony	Tesmer
July 15	Rushford Days Parade-Rushford	Hazel
August 5	Buffalo Bill Days Parade-Lanesboro	Hazel
August 12	Western Days-Chatfield	Gossman
August 19	Ag Days Parade-Spring Valley	Pickett
September 9	Steam Engine Days-Mabel	Willford
September 30	Fall Fest Parade-Wyckoff	Willford

Also discussed were plans for the proposed conservation tour. The date was set for Tuesday, June 27<sup>th</sup> with the tour followed by a catered meal in the Commercial Building at the Fairgrounds. Ideas for a speaker or panel were discussed.

Motioned by Gossman seconded by Tesmer to move the July Board meeting to July 20<sup>th</sup> at the Fillmore County Fairgrounds at 5:00 pm. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

Rasmussen reported District fair activities will be coordinated with Extension and 4-H to get the most participation.

## **VI. NEW BUSINESS**

1. Consider District Conservation Practice Assistance Contract WB14-10 Justin Redalen, Farmstead Windbreak, in the amount of \$384.50

Motioned by Gossman seconded by Tesmer to approve the District Conservation Practice Assistance Contract WB14-10 Justin Redalen, Farmstead Windbreak, in the amount of #384.50. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

2. Consider Conservation Corps Minnesota 2017 Site Agreement

Motioned by Hazel seconded by Gossman to approve the Conservation Corps Minnesota 2017 Site Agreement. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

3. Consider purchase of Trimble TSC3 GPS, R8S Receiver package from Frontier Precision

Rasmussen presented a quote for the Trimble equipment package. The package includes a radio which is inserted into the receiver that can communicate with a total station. In addition a "hot spot" is recommended as well which will include the purchase of the device plus a monthly fee for the service.

Motioned by Hazel seconded by Tesmer to proceed with the quote from Frontier Precision in the amount of \$18,995.95 for the purchase of a Trimble TSC3 GPS, R8S receiver package. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

4. Consider Field to Stream Partnership Phase II Implementation Grant Conservation Practice Assistance Contract BC16-05 Johnson Rolling Acres, Grassed Waterways including Mulch and Seeding, in the amount of \$26,100.00

Motioned by Hazel seconded by Gossman to approve the Field to Stream Partnership Phase II Implementation Grant Conservation Practice Assistance Contract BC16-05 Johnson Rolling Acres, Grassed Waterways including Mulch and Seeding, in the amount of \$26,100.00. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

5. Consider Conservation Practice Assistance Contract FY16-07 Milton Hallum, Grassed Waterway, in the amount of \$624.00

Motioned by Gossman seconded by Pickett to approve the Conservation Practice Assistance Contract FY16-07 Milton Hallum, Grassed Waterway, in the amount of \$624.00. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

6. Consider staff registration (\$12) and MACDE annual dues (\$10) for Area 7 Employees meeting on April 6<sup>th</sup>

Motioned by Tesmer seconded by Gossman to approve staff registrations of \$12 per person and annual dues of \$10.00 per person for the Area 7 Employees meeting on April 6<sup>th</sup>. Affirmative: Gossman, Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

7. Consider purchase of Surface Pro 4 mobile device not to exceed \$3,000.00

Costs from Best Buy and CDW-G were compared for the Surface Pro 4. The device would mainly be used for monitoring allowing for input of information in the field and would replace the currently used laptop.

Motioned by Hazel seconded by Gossman to approve the purchase of a Surface Pro 4 mobile device not to exceed \$3,000.00. Affirmative: Gossman, Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

## **VII. ACCOUNTS PAYABLE**

Motioned by Gossman seconded by Tesmer to approve the March 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 Monday, April 3rd. Pickett volunteered.

Motioned by Tesmer seconded by Gossman to change the time of the April 13<sup>th</sup> board meeting from 4:30 p.m. to 3:30 p.m. to allow board and staff to attend church services that evening. Affirmative: Hazel, Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

#### **VIII. ADJOURNMENT**

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

The meeting was adjourned at 10:02 a.m.

Respectfully Submitted,

Tim Gossman