

DISTRICT REGULAR BOARD MEETING

Thursday, May 16, 2013

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

Minutes

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

MEMBERS ABSENT: Brian Hazel.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling

Willford called the meeting to order at 4:32 p.m. A quorum is present.

I. AGENDA

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

II. TREASURER'S REPORT

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

III. CONSENT AGENDA

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

1. Secretary's Report – April 11, 2013 Regular Board Meeting Minutes
2. Payment of State Cost Share Contract FY12-13 Mark Oeltjen, Farmstead Windbreak, in the amount of \$432.00
3. Payment of State Cost Share Contract FY12-16 Ryan Montgomery, Farmstead Windbreak, in the amount of \$632.00
4. Payment of State Cost Share Contract FY12-07 Steve McCallson, Farmstead Windbreak, in the amount of \$724.25
5. Payment of State Cost Share Contract FY12-15 Karroll Gudmundson, Farmstead Windbreak, in the amount of \$184.00
6. Payment of State Cost Share Contract FY12-09 Lyle Meldahl, Grassed Waterway, in the amount of \$483.75
7. Payment of State Cost Share Contract FY12-14 Dan Ruesink, Farmstead Windbreak, in the amount of \$528.00

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

IV. REPORTS

Gossman entered the meeting at 4:34 p.m.

1. Supervisor's activity report

Willford had nothing to report.

Hazel was not present.

Mensink reported assisting with the Farm Safety Field Day in Mabel, but not in a SWCD capacity.

Leutink attended a SE SWCD Executive Committee meeting.

Gossman reported he had been busy planting trees.

2. Staff reports

A written report was included in the board packets.

a. Tree Program Summary

Serfling provided a report showing income and expenses for the Tree Program and noted the increase in shipping costs. Board members suggested looking into other options for transportation of the trees for next year.

b. 2013-2014 Tree Program Pricing

Serfling compiled a report comparing retail prices of trees among other area SWCDs and asked for guidance regarding increasing retail prices for next year.

Motioned by Leutink seconded by Gossman to increase the cost of a bundle of bare root trees by \$5.00 and the price of a potted tree by \$1.00 for the 2014 tree program.

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

3. Administrator's report

a. Root River Citizen Conversations update

Rasmussen reported approximately 148 citizens had attended the seven meetings. Themes have been compiled and sent to the attendees. Plans are to continue forward as a grant extension has been received so the citizen's group can continue to meet until the end of the year.

b. Zoning letter regarding tree clearing permits

A letter was received from the Zoning Office stating that if more than 10,000 square feet of trees of any type are removed, the landowner is required to get a permit from the Zoning office. Rasmussen reported the letter is directed at FSA and NRCS who administer the Form 1026 Sodbuster requests.

Board members discussed how to inform the public of the permit requirement. Options include a poster or possibly a news article explaining the requirements.

c. Sentinel Watershed meeting report

Rasmussen attended a meeting at the University of Minnesota regarding the selection of sentinel watersheds in Minnesota. Sentinel watersheds will be used to monitor changes in water quality as a result of conservation practices on the ground. The South Branch of the Root River is one of the targeted areas.

d. BWSR Grants Verification site visit

BWSR is required to do site visits to review the grants process for accountability to the legislature. All FY11 grants were reviewed mostly for verification of income and expenses. Recommendations were made for better documentation.

e. LSP STRIPS tour

Rasmussen reported the dates have changed for the LSP STRIPS tour from June to July 9, 10 or 11. Cost will be approximately \$10-\$20 per person for transportation. It will be publicized on the District website.

f. FY14 Farm Bill Assistance Grant Request

The FY14 Farm Bill Assistance Grant, funds a .50 FTE, and pays for Ronnenberg's time working on CRP. Rasmussen reported the draft request is not yet ready for board approval.

4. NRCS

Andrea Horsman, Acting DC, was not present but provided a written report for the board. Specific items noted were regarding diversity. The SWCD was given credit for having a female on the board. Also noted was the need to review the mutual agreement that we should be reaching out to minority groups for involvement with the SWCD boards and elections.

The other items of her report were reviewed by the board.

5. County

Kaase was not present.

V. OLD BUSINESS

1. Consider Amendment to State Cost Share Contract FY11-20 Mark Fishbaugher extending the completion date from June 1, 2013 to December 1, 2013

Motioned by Gossman seconded by Leutink to approve the amendment to State Cost Share Contract FY11-20 Mark Fishbaugher extending the completion date from June 1, 2013 to December 1, 2013 due to the late spring and wet conditions. Affirmative: Gossman, Mensink, Willford, Leutink. Opposed: none. Motion carried.

2. Consider Board concurrence with NRCS Technical Approval Authority for Ecological Services for Dean Thomas, Grazing Specialist

Motioned by Leutink seconded by Mensink to approve the concurrence with NRCS Technical Approval Authority for Ecological Services for Dean Thomas, Grazing Specialist. Affirmative: Gossman, Mensink, Leutink, Willford. Opposed: none. Motion carried.

3. Consider amendment to State Cost Share Contract FY12-10 Rodney Koliha increasing the cost share from \$945.00 to \$4,923.00 due to the addition of tile support for the grassed waterway and extending the completion date to June 30, 2014

Motioned by Leutink seconded by Mensink to approve the amendment to State Cost Share Contract FY12-10 Rodney Koliha increasing the cost share from \$945.00 to \$4,923.00 due to the addition of tile support for the grassed waterway and extending the completion date to June 30, 2014. Affirmative: Gossman, Leutink, Mensink. Opposed: none. Abstained: Willford. Motion carried.

4. Consider amendment to May 17, 2012 Board Meeting Minutes

Motioned by Gossman seconded by Leutink to approve amending the May 17, 2012 Board Meeting Minutes to reflect the approval to pay State Cost Share Contract FY12-03 Lynn Tienter, Farmstead Windbreak in the amount of \$744.00 which was listed in the Consent Agenda items on the approved agenda, but inadvertently left off the Consent Agenda of the approved board meeting minutes. Affirmative: Gossman, Mensink, Leutink, Willford. Opposed: none. Motion carried.

VI. NEW BUSINESS

1. Approve length of service increase for employee #23012 from Grade 5, Step 4 to Grade 5, Step 5 effective June 1, 2013 as recommended by the Administrator

Motioned by Mensink seconded by Gossman to approve the length of service increase for employee #23012 from Grade 5, step 4 to Grade 5, Step 5 effective June 1, 2013 as recommended by the Administrator. Affirmative: Mensink, Leutink, Gossman, Willford. Opposed: none. Motion carried.

2. Consider Addendum 2 to subcontract with the University of Minnesota Center for Changing Landscapes and authorize Administrator to sign

Motioned by Leutink seconded by Mensink to approve the Addendum 2 to subcontract with the University of Minnesota Center for Changing Landscapes and authorize the Administrator to sign. Affirmative: Mensink, Leutink, Gossman, Willford. Opposed: none. Motion carried.

3. Review list of nominees from the staff for Outstanding Conservationist

The list of nominees was reviewed by the board. Board consensus was to choose Arden Willford. More detailed information will be gathered for the next meeting.

4. Consider Resolution 13-01 Administrative Funding for AgBMP Loan Program

Motioned by Mensink seconded by Gossman to approve Resolution 13-01 Administrative Funding for AgBMP Loan Program, as presented. Affirmative: Gossman, Leutink, Mensink, Willford. Opposed: none. Motion carried.

5. Consider Resolution 13-02 AgBMP Loan Program Loan Cap

Motioned by Mensink seconded by Leutink to approve Resolution 13-02 AgBMP Loan Program Cap, as presented. Affirmative: Mensink, Leutink, Gossman, Willford. Opposed: none. Motion carried.

6. Consider Resolution 13-03 Local Input for CRP Revisions

Motioned by Leutink seconded by Mensink to approve Resolution 13-03 Local Input for CRP Revisions, as presented. Affirmative: Mensink, Gossman, Leutink, Willford. Opposed: none. Motion carried.

7. Consider Resolution 13-04 Extend Cover Crop Haying, Grazing and Harvesting Deadline to Avoid Affecting Eligibility for Federal Crop Insurance

Motioned by Gossman seconded by Leutink to approve Resolution 13-04 Extend Cover Crop Haying, Grazing, and Harvesting Deadline to Avoid Affecting Eligibility for Federal Crop Insurance, as presented. Affirmative: Mensink, Gossman, Leutink, Willford. Opposed: none. Motion carried.

8. Consider Resolution 13-05 Local Ecotype Seed for CRP Native Plantings

The resolution was reviewed by the board and approved, but Gossman will work on wording for the next meeting at which time it will be approved again with the changes.

Motioned by Mensink seconded by Leutink to approve Resolution 12-05 Local Ecotype Seed for CRP Native Plantings, as presented. Affirmative: Gossman, Mensink, Leutink, Willford. Opposed: none. Motion carried.

9. Consider Cover Crop Champions application

Rasmussen explained the Cover Crop Champions grant, sponsored by the National Wildlife Federation, would provide funding for either an Outreach Champion or Farmer Champion for promoting Cover Crops.

Motioned by Mensink seconded by Gossman to move forward with the application process. Affirmative: Mensink, Willford, Gossman, Leutink. Opposed: none. Motion carried.

10. Consider State Cost Share Contract FY12-20 Feine Farms Partnership, Grassed Waterway, in the amount of \$960.00

Motioned by Mensink seconded by Leutink to approve State Cost Share Contract FY12-20 Feine Farms Partnership, Grassed Waterway, in the amount of \$960.00. Affirmative: Mensink, Leutink, Gossman, Willford. Opposed: none. Motion carried.

11. Consider bid from Pamela Ristau, CPA in the amount of \$3,400.00 for audit services for calendar year 2012

Motioned by Mensink seconded by Gossman to approve the bid from Pamela Ristau, CPA in the amount of \$3,400.00 for audit services for calendar year 2012. Affirmative: Gossman, Mensink, Leutink, Willford. Opposed: none. Motion carried.

12. Consider State Cost Share Contract FY12-21 Claire Olstad, Terrace with Underground Outlet, in the amount of \$2,440.00 using \$515.12 from FY12 funds and \$1,924.88 from FY13 funds

Motioned by Leutink seconded by Mensink to approve State Cost Share Contract FY12-21 Claire Olstad, Terrace with Underground Outlet, in the amount of \$2,440.00 using \$515.12 from FY12 funds and \$1,924.88 from FY13 funds. Affirmative: Mensink, Gossman, Leutink, Willford. Opposed: none. Motion carried.

VII. ACCOUNTS PAYABLE

Motioned by Leutink seconded by Mensink to approve the April 2013 payables. Affirmative: Mensink, Willford, Gossman, Leutink. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Monday, June 3rd. Gossman volunteered.

VIII. ADJOURNMENT

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

The meeting was adjourned at 6:05 p.m.

Respectfully Submitted,

Pamela Mensink