

**DISTRICT REGULAR BOARD MEETING**

Thursday, May 21, 2015

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, Jessica Bronson (NRCS), Harry Root (County Commissioner)

Gossman called the meeting to order at 4:38 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Leutink seconded by Willford to approve the April, 2015 Treasurer's report, subject to audit. Affirmative: Leutink, Willford, Gossman. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

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

1. Secretary's Report – April 16, 2015 Regular Board Meeting Minutes
2. Payment of State Cost Share Contract FY13-07 Lynn Steinbrink, Grassed Waterway, in the amount of \$3,774.00
3. Payment of State Cost Share Contract FY15-05 Dean Johnson, Grassed Waterways, in the amount of \$4,980.00
4. Payment of State Cost Share Contract FY15-06 Paul Mattson, Grassed Waterway in the amount of \$840.00
5. Payment of District Cost Share Contract WB14-05 Darren Bornholdt, Farmstead Windbreak Renovation, in the amount of \$172.50
6. Payment of District Cost Share Contract WB14-06 Luke Vatland, Farmstead Windbreak, in the amount of \$412.50

7. Payment of State Cost Share Contract FY12-21 Claire Olstad, Terrace with Underground Outlet, in the amount of \$2,206.95, using \$515.12 from FY12 funds and \$1,691.83 from FY13 funds
8. Payment of State Cost Share Contract FY15-01 Russell Stadtmueller, Grassed Waterways, in the amount of \$1,848.00

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

#### **IV. REPORTS**

##### 1. Supervisor's activity report

Willford had nothing to report.

Hazel was not present.

Mensink was not present at this time.

Leutink reported attending the 1W1P planning meeting and the SE MASWCD resolution planning meeting.

Gossman reported meeting with a DNR representative regarding the Forestry Landscape Committee and discussed how to make the best use of the land. He also reported doing the statement opening and check review.

##### 2. Staff reports

A written report was included in the board packets.

- a. 2015 Tree Program Summary  
Serfling provided a summary of tree sales for 2015 compared to sales since 2010.

##### 3. Administrator's report

- a. Conservation Corps Apprentice  
Rasmussen reported Lindsey Weiss, the Conservation Corps Apprentice, will be starting on Tuesday, May 26, 2015. She will be assisting with water quality monitoring, data management, and planning the Forestry Field Day.
- b. Safety Policy update  
Rasmussen started the safety policy using the template provided by MCIT, but it is designed for a larger entity. She inquired at other districts what they had for a safety policy and found that very few districts have one. A meeting has been scheduled on July 7, 2015 with area districts to jointly develop a plan that can be used by everyone.
- c. Envirothon report  
Rick Grooters assisted with the Envirothon which was held at Farmers' Park near Lewiston. Medford took 1<sup>st</sup> place, Rushford Peterson-2<sup>nd</sup>, and Goodhue-3<sup>rd</sup> place.

d. Decorah Edge project update on Timm property

Rasmussen reviewed the Timm property project. The Nature Conservancy provided funds for plants to stabilize the area. The area is being monitored to see if it has changed or if the plants have stabilized the hillside.

Only half of the funds were spent on the Timm project, so another smaller project may be possible with the remaining money.

e. Rice SWCD cover crop bus tour to North Dakota

The Rice SWCD is sponsoring a cover crop bus tour to North Dakota. They want individuals who are already doing cover crops to attend along with a staff member.

f. Building lease

Rasmussen talked with Chuck Aug about extending the lease for office space as nothing is known about the building lease with USDA. He agreed to extend the lease until a decision has been made by USDA. Aug offered to attend the June meeting to answer questions.

g. AgBMP loan cap

Legislation has been signed to raise the AgBMP loan cap from \$100,000.00 to \$200,000.00. Nothing was included about fees to administer the program.

4. NRCS

Bronson reported she has \$22,000.00 in MRBI pre-approved contracts with only \$8,000.00 available.

CSP renewals and pre-approvals are being processed as well as doing field visits and status reviews.

5. County

Root reported the County has been busy with road projects near Greenleaf and also with the sewer project there. There is a lot of confusion in that area by the public as to whether roads are open or closed. Equipment purchases are also being discussed.

They County applied for funding for three projects and was awarded funds for the County 8 project.

**V. OLD BUSINESS**

1. Consider payment of State Cost Share Contract FY15-04 Virgil Hogie, Grassed Waterways, in the amount of \$1,620.00

Motioned by Leutink seconded by Willford to approve payment of State Cost Share Contract FY15-04 Virgil Hogie, Grassed Waterway, in the amount of \$1,620.00.

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

2. Consider cancellation of State Cost Share Contract FY14-09 Dick Koliha, deceased, in the amount of \$1,800.00 which would have used \$1,230.62 from FY2014 funds and \$569.38 from FY2015 funds

Motioned by Willford seconded by Leutink to approve the cancellation of State Cost Share Contract FY14-09 Dick Koliha, as he is deceased, in the amount of \$1,800.00 which would have used \$1,230.62 from FY2014 funds and \$569.38 from FY2015 funds. Affirmative: Leutink, Willford, Gossman. Opposed: none. Motion carried.

3. Consider vehicle purchase proposal to the county for 2002 Jeep Cherokee

Rasmussen reported discussing the purchasing of the Jeep Cherokee from the Feedlot office with Mike Frauenkron. She reviewed the background of the original transfer and who has been responsible for the maintenance costs. A proposal has been drafted to submit to the County.

Motioned by Leutink seconded by Willford to submit the offer, as presented, to the County to purchase the 2002 Jeep Cherokee at a cost of \$2,650.00. Affirmative: Leutink, Willford, Gossman. Opposed: none. Motion carried.

4. Consider Amendment to State Cost Share Contract FY13-15, Rita Ward, to increase contract amount by \$168.00 for a total of \$720.00

Motioned by Willford seconded by Leutink to approve the amendment to State Cost Share Contract FY13-15, Rita Ward, increasing the contract amount by \$168.00 for a total contract amount of \$720.00. Affirmative: Leutink, Willford, Gossman. Opposed: none.

5. Consider payment of State Cost Share Contract FY13-15, Rita Ward, Grassed Waterway, in the amount of \$720.00 using \$496.50 of FY13 funds and \$233.50 of FY14 funds

Motioned by Leutink seconded by Willford to approve the payment of State Cost Share Contract FY13-15, Rita Ward, Grassed Waterway, in the amount of \$720.00 using \$496.50 of FY13 funds and \$233.50 of FY14 funds. Affirmative: Leutink, Willford, Gossman. Opposed: none. Motion carried.

## **VI. NEW BUSINESS**

Mensink entered the meeting at 5:15 p.m.

1. Consider bids for 2014 Fillmore SWCD Financial Audit

Rasmussen reported receiving two bids for preparation of the 2014 audit.

Motioned by Mensink seconded by Leutink to accept the bid from Pamela Ristau, CPA, in the amount of \$3,400.00 for preparation of the 2014 Financial Audit. Affirmative: Mensink, Leutink, Willford, Gossman. Opposed: none. Motion carried.

2. Consider resolution 15-01 Deer Damage to Forest and Crop Land

The board discussed the resolution as it is similar to the resolution submitted in 2014. Changes were made so it addresses damage to forests and cropland and not the deer population.

Motioned by Leutink seconded by Mensink to approve the resolution as edited and submit it for review at the Area 7 Resolution meeting. Affirmative: Mensink, Leutink, Willford, Hazel, Gossman. Opposed: none. Motion carried.

3. Consider Amendment #1 to SE SWCD Tech Support JBP Sub Agreement for the N BMP Outreach Project to increase amount from \$83,452.00 to \$91,402.50

Motioned by Willford seconded by Mensink to approve the Amendment #1 to the SE SWCD Tech Support JBP Sub Agreement for the N BMP Outreach Project increasing the grant amount from \$83,452.00 to \$91,402.50. Affirmative: Leutink, Mensink, Willford, Gossman. Opposed: none. Motion carried.

4. Consider Amendment to MDA Joint Powers Agreement #64726 Root River Field to Stream Partnership to extend end date to December 31, 2015

Motioned by Leutink seconded by Willford to approve the Amendment to the MDA Joint Powers Agreement #64726 Root River Field to Stream Partnership extending the end date to December 31, 2015. Affirmative: Leutink, Mensink, Willford, Gossman. Opposed: none. Motion carried.

5. Discuss recommendations for 2015 Outstanding Conservationist (District 2-Tim Gossman's District)

The board discussed the recommendations from staff for Outstanding Conservationist. Board consensus was to narrow down the names to two choices. Rasmussen was asked to get more information regarding each and bring back next month for review.

6. Consider State Cost Share Contract FY15-07 Terri Morin, Well Decommissioning, in the amount of \$900.00

Motioned by Mensink seconded by Leutink to approve State Cost Share Contract FY15-07 Terri Morin, Well Decommissioning, in the amount of \$900.00. Affirmative: Mensink, Leutink, Willford, Gossman. Opposed: none. Motion carried.

7. Consider Board concurrence with NRCS Technical Approval Authority for Ecological Services for Caleb Fischer, Conservation Technician

Motioned by Willford seconded by Mensink to concur with NRCS for Technical Approval Authority for Ecological Services for Caleb Fischer, Conservation Technician. Affirmative: Mensink, Leutink, Willford, Gossman. Opposed: none. Motion carried.

8. Consider Amendment to the FY2015 BWSR Farm Bill Assistance Grant increasing the Grant from \$22,500.00 to \$25,171.00

Motioned by Leutink seconded by Willford to approve the amendment to the FY2015 BWSR Farm Bill Assistance Grant increasing the grant from \$22,500.00 to \$25,171.00. Affirmative: Mensink, Leutink, Willford, Gossman. Opposed: none. Motion carried.

9. Consider letter of support for Eagle Bluff Rural by Design Workshop

The workshop will be presented by a nationally known speaker on creative development design as a conservation tool.

Motioned by Willford seconded by Leutink to send the letter of support for Eagle Bluff's Rural by Design Workshop, as presented, for future consideration. Affirmative: Mensink, Leutink, Willford, Gossman. Opposed: none. Motion carried.

10. Consider Healthy Forests for Healthy Water Contracts as listed:

2015-2-RP	Richard Bovy	Forest Stand Improvement (11.1 ac)	\$3,052.50
2015-3-RP	John Linder	Prescribed Burn (1.4 ac)	\$ 77.00

Motioned by Mensink seconded by Leutink to approve the Healthy Forests for Healthy Water Contracts as listed:

2015-2-RP	Richard Bovy	Forest Stand Improvement (11.1 ac)	\$3,052.50
2015-3-RP	John Linder	Prescribed Burn (1.4 ac)	\$ 77.00

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

11. Consider computer purchases to include with the county's order to upgrade five workstations for up to \$4,200.00 (estimate 4@\$700 and 1@\$1,400)

Motioned by Willford seconded by Mensink to approve the purchase of up to five workstations at a cost of up to \$4,200.00, four at \$700.00 and 1 at \$1,400.00, to be included with the County's order. Affirmative: Mensink, Leutink, Willford, Gossman. Opposed: none. Motion carried.

Bronson left the meeting at 6:05 p.m.

Root left the meeting at 6:05 p.m.

**VII. ACCOUNTS PAYABLE**

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

Serfling asked for a volunteer for the statement opening and check review on Monday, June 1<sup>st</sup>. Willford volunteered.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:11 p.m.

Respectfully Submitted,

Travis Willford