

**DISTRICT REGULAR BOARD MEETING**

Thursday, November 17, 2016

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), Duane Bakke (County Commissioner), Kathy Tesmer (Supervisor Elect)

Supervisor Hazel called the meeting to order at 4:43 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Leutink seconded by Mensink to approve the October, 2016 Treasurer's Report, subject to audit. Affirmative: Leutink, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

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

1. Secretary's Report – October 13, 2016 Regular Board Meeting Minutes
2. Payment of SWCD 2016 Cover Crop Incentive Program Contract FF-16-01 Corey Vang, Cover Crop, 98.66 acres in the amount of \$2,959.80
3. Payment of SWCD 2016 Cover Crop Incentive Program Contract CC-16-04 Arden Vang, Cover Crops, 73.16 acres, in the amount of \$2,194.80
4. Payment of SWCD 2016 Cover Crop Incentive Program Contract CC-16-03 Phillip Kahoun, Cover Crops 100 acres, in the amount of \$3,000.00
5. Payment of Root River FSP Cover Crop Incentive Program Conservation Practice Assistance Contract BC-CC-1601 Carter Lee, 23 acres, in the amount of \$690.00

6. Payment of FSP Phase II Implementation Conservation Assistance Practice Contract CC 16-09 Lynn Scheevel, Grassed Waterway, in the amount of \$2,344.50

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

#### **IV. REPORTS**

##### 1. Supervisor's activity reports

Willford was not present at this time.

Hazel had nothing to report.

Leutink reported doing the statement opening and check review.

Gossman reported a Friends of the Root River Meeting is scheduled for November 30<sup>th</sup> at the Spring Valley Ambulance building with a guest speaker.

Mensink had nothing to report.

##### 2. Staff reports

A written report was included in the board packets.

##### 3. Administrator's report

###### a. Root River 1W1P update

Rasmussen reported that she and Ronnenberg had presented the plan at the BWSR Regional meeting. They recommended approving the plan. They will be presenting it to the Clean Water Council in St. Paul next week. The Policy Committee will meet in December and the Joint Powers Agreement (JPA) will be considered then. If approved, the JPA and the plan will go back to the respective boards for approval.

###### b. Flood damage update

Rasmussen reported that a Presidential disaster declaration was made for the county, but it was only for public infrastructure. BWSR instructed the areas affected to still keep a list of damages in the event more funding is made available.

###### c. Retiring supervisors' recognition

Rasmussen suggested an Open House be scheduled for December 15<sup>th</sup>, before the board meeting, from 2-4 pm, with refreshments, in honor of Mensink and Leutink who will be retiring from the Board at the end of the year.

###### d. 75<sup>th</sup> Anniversary celebration ideas

Rasmussen reported the SWCD will be celebrating its 75<sup>th</sup> anniversary in 2017. She provided a list of possible ideas for celebrating and asked board members for ideas that could be added to the list.

4. NRCS

Bronson reported she has been working on CSP payments, getting EQIP contracts shovel ready and field work.

5. County

Bakke spoke about the Local Government Roundtable, the Association of Minnesota Counties and SWCDs discussion regarding the need for more stable, long term funding.

At the County, they have been working to finalize budgets.

**V. OLD BUSINESS**

1. Discuss distribution of 2016 plat books

Rasmussen explained there was some confusion at the Records office and asked for clarification on when the plat books are free or not. Commissioner Bakke said he felt the Records office should be paying for books and would speak to them about it.

Board consensus was that Department Heads may purchase one book at cost which is \$20.00.

Willford entered the meeting at 4:47 p.m.

Willford took over the meeting from Supervisor Hazel.

2. Consider scheduling for 2017 Employer HSA contributions to employees

Motioned by Leutink seconded by Gossman to schedule the 2017 Employer HSA contributions be deposited into the employees account at the same time as the first pay period in March. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

3. Review 2017 Proposed Budget

Rasmussen reviewed the changes made on the 2017 proposed budget since the last review with the board. A couple changes were noted which will be made and brought back to the Board for approval next month.

4. Consider payment of LCCMR Cover Crop Incentive Program Conservation Practice Assistance Contract F-LCCMR 16-02 Travis Willford, 85.43 acres, in the amount of \$4,196.32

Motioned by Hazel seconded by Leutink to approve the payment of the LCCMR Cover Crop Incentive Program Conservation Practice Assistance Contract F-LCCMR 16-02 Travis Willford, 85.43 acres, in the amount of \$4,196.32. Affirmative: Hazel, Gossman, Leutink, Mensink. Opposed: none. Abstained: Willford. Motion carried.

5. Consider amendment to FSP Phase II Implementation Conservation Practice Assistance Contract CC16-10 Dave Scheevel, Milk House Waste Treatment System extending the completion date to September 1, 2017

Motioned by Leutink seconded by Hazel to approve the amendment to FSP Phase II Implementation Conservation Practice Assistance Contract CC16-10 Dave Scheevel, Milk House Waste Treatment System extending the completion date to September 1, 2017. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none.

6. Consider amendment to FSP Phase II Implementation Grant Conservation Practice Assistance Contract BC 16-04 Carter Lee, Grassed Waterways, increasing the amount of the contract by \$9,000.00 to \$27,000.00 due to the cost share estimate being approved before the final design was completed

Motioned by Leutink seconded by Gossman to approve the amendment to the FSP Phase II Implementation Grant Conservation Practice Assistance Contract BC 16-04 Carter Lee, Grassed Waterways increasing the amount of the contract by \$9,000.00 to \$27,000.00 due to the cost share estimate being approved before the final design was completed. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

7. Consider amendment to Conservation Practice Assistance Contract FY15-09 Rick Hansen, Grassed Waterways, extending the completion date to December 31, 2016

Motioned by Mensink seconded by Gossman to approve the amendment to Conservation Practice Assistance Contract FY15-09 Rick Hansen, Grassed Waterways, extending the completion date to December 31, 2016. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

8. Consider cancellation of FSP Phase II Implementation Grant Conservation Practice Assistance Contract BC-CC-16-02 Steve Oian, Cover Crops

Motioned by Leutink seconded by Hazel to approve the cancellation of FSP Phase II Implementation Grant Conservation Practice Assistance Contract BC-CC-16-02 Steve Oian, Cover Crops. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

9. Consider amendment to FSP Phase II Implementation Conservation Practice Assistance Contract BC 16-02 Truman Dahl, Grassed Waterway, extending the completion date to November 1, 2017

Motioned by Leutink seconded by Mensink to approve the amendment to FSP Phase II Implementation Conservation Practice Assistance Contract BC 16-02 Truman Dahl, Grassed Waterway, extending the completion date to November 1, 2017. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

10. Consider amendment to FSP Phase II Implementation Conservation Practice Assistance Contract CC 16-05 Jerry Nagel, Grassed Waterway, extending the completion date to November 1, 2017

Motioned by Leutink seconded by Gossman to approve the amendment to FSP Phase II Implementation Conservation Practice Assistance Contract CC 16-05 Jerry Nagel, Grassed Waterway, extending the completion date to November 1, 2017. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

**VI. NEW BUSINESS**

1. Consider \$500.00 payment to each of the following producers for conducting replicated nitrogen rate and timing studies on their farms:

Dan Gehling	72671 235 <sup>th</sup> Street	Grand Meadow, MN 55936
Dave Mensink	17644 Lonesome Road	Preston, MN 55965
Bruce Dornink	15959 County Rd 17	Preston, MN 55965

Motioned by Gossman seconded by Leutink to approve payment to each of the following producers for conducting replicated nitrogen rate and timing studies on their farms:

Dan Gehling	72761 235 <sup>th</sup> Street	Grand Meadow, MN 55936
Dave Mensink	17644 Lonesome Road	Preston, MN 55965
Bruce Dornink	15959 County Rd 17	Preston, MN 55965

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

2. Discuss Annual Planning Meeting

Board consensus was to schedule the Annual Planning Meeting for Thursday, January 26<sup>th</sup> at the Conservation Building beginning at 3:00 p.m. with a discussion regarding insurance and to begin reviewing the annual plan at approximately 4:30 pm.

3. Discuss Recognition Luncheon

Board consensus was to schedule the recognition meal following the Annual Planning Meeting on Thursday, January 26<sup>th</sup> at 6:30 pm. The location will be determined after talking with the Outstanding Conservationists.

4. Consider payment of MACDE dues for 2017

Motioned by Hazel seconded by Gossman to pay the MACDE dues for 2017 for nine employees at \$20.00 each for a total of \$180.00. Affirmative: Leutink, Hazel, Willford, Gossman, Mensink. Opposed: none. Motion carried.

5. Consider approval of registration and expenses for Nutrient Management Specialist to attend Iowa State University 2016 Integrated Crop Management Conference, November 30-December 1, 2016 in Ames, Iowa

Motioned by Leutink seconded by Hazel to approve the payment of registration and expenses for the Nutrient Management Specialist to attend the Iowa State University 2016 Integrated Crop Management Conference, November 30-December 1, 2016 in Ames, Iowa. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

6. Consider payment of 319 Feedlot VI Cost Share Assistance Contract F6G-05 Jodi Miller, Feedlot Run-off Control, in the amount of \$3,850.25

Motioned by Hazel seconded by Leutink to approve the payment of 319 Feedlot VI Cost Share Assistance Contract F5G-05 Jodi Miller, Feedlot Run-off Control, in the amount of \$3,850.25. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

7. Consider approval for Chair to sign Joint Powers Agreement for MN Department of Ag Township Testing Program

Motioned by Leutink seconded by Mensink to grant approval for the Chair to sign the Joint Powers Agreement for the Minnesota Department of Ag Township Testing program. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

8. Consider approval for Administrator to submit 2017 application for Conservation Corps Apprenticeship Academy

Motioned by Mensink seconded by Leutink to grant approval for the Administrator to submit the 2017 application for the Conservation Corps Apprenticeship Academy. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

9. Consider approval of Work Plan and Budget Amendment to the MDA SE MN Nitrogen BMP Outreach program to continue the project to December 31, 2017

Motioned by Leutink seconded by Mensink to approve the Work Plan and Budget Amendment to the MDA SE MN Nitrogen BMP outreach program to continue the project to December 31, 2017. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

## **VII. ACCOUNTS PAYABLE**

Motioned by Gossman seconded by Mensink to approve the November, 2017 payables. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Thursday, December 1<sup>st</sup>. Gossman volunteered.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:20 p.m.

Respectfully Submitted,

Leonard Leutink, Jr.