

**DISTRICT REGULAR BOARD MEETING**

Wednesday, October 16, 2013

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

***Minutes***

MEMBERS PRESENT: Tim Gossman, Brian Hazel, Pam Mensink, Travis Willford

MEMBERS ABSENT: Leonard Leutink.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Anne Koliha, Rick Grooters, Tom Kaase (County Commissioner)

Willford called the meeting to order at 4:30 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

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

**III. CONSENT AGENDA**

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

1. Secretary's Report – September 12, 2013 Regular Board Meeting Minutes
2. Approve July–September 2013 supervisors vouchers

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

**IV. REPORTS**

1. Supervisor's activity report

Mensink entered the meeting at 4:35 p.m.

Kaase entered the meeting at 4:36 p.m.

Willford reported attending the cover crop field day at Jim Love's.

Hazel had nothing to report.

Mensink reported doing the statement opening and check detail.

Leutink was not present.

Gossman reported attending various forestry meetings.

## 2. Staff reports

A written report was included in the board packets.

### a. Update on feedlot projects – Anne

An update on the status of the currently funded feedlot projects was given to the board. Two projects may be cancelled due to expiring contracts or inactivity by the landowner. Technical assistance and grant administration funds may be kept by the District for the work and time spent on them. BWSR may allow the balance of those funds to be reallocated to other projects with similar outcomes and not be required to be returned to BWSR.

Koliha also reviewed the CWF feedlot application which was for five projects totaling \$351,645.00.

Koliha was notified funding was approved for a project that wasn't funded last year.

### b. 6<sup>th</sup> Grade Tour Report

Grooters provided a written report of the 6<sup>th</sup> Grade Tour which was again successful.

## 3. Administrator's report

### a. ~~MDA lease renewal update~~

### b. Fencing for Conservation Building property

Andy Bunge submitted an estimate for rebuilding of the fence between him and the Conservation Building which was reviewed by the Property Committee. Sentence To Serve provided the labor. The SWCD has agreed to pay half the cost. Bunge will provide an itemized bill.

Bunge also wanted to sell the wood that was removed from the fence line and donate the money to a charity. Board consensus for the SWCD's portion of the proceeds was suggested to go to the Fillmore County Foodshelf and MDA.

### c. Clean Water Fund Grant applications

Applications for the Soil Health Coordinator position and the nutrient management position were submitted through the JPB. If funded this would provide funding for Thomas through 2017, but requires a local cash match. Various groups and businesses have committed to donate \$200 - \$500 per year. A firm commitment from these groups is needed by February 1, 2014.

d. Workshops for women landowners  
Bronson had coordinated a workshop for women landowners in Iowa and is willing to work with the SWCD on this. This item will be discussed more at the annual planning meeting.

4. NRCS

No NRCS staff was present due to the government shut-down.

5. County

Kaase reported on the ceremony giving the deed for the land for the Veterans Cemetery to Veterans Affairs. Groundbreaking is planned for mid-November. A federal grant of \$10.5 million has been designated for the development of the cemetery and the state will provide funds to maintain and staff it.

The County is still working on ways get the budget to zero.

**V. OLD BUSINESS**

1. Review resolutions.

Resolutions were discussed and ballots were handed in to be compiled on the master ballot for submission to MASWCD.

2. Consider amendment to Stormwater Mini-Grant application budget for Kingsland Courtyard Rain Gardens from \$1,800.00 to \$2,180.00

Motioned by Mensink seconded by Gossman to approve the amendment to the Stormwater Mini-Grant application budget for Kingsland Courtyard Rain Gardens increasing the cost-share from \$1,800.00 to \$2,180.00 and also to authorize the Administrator to increase future grant applications by 10% if needed and not be required to bring the request back to the board for approval. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

3. Consider MDA/DNR lease renewal proposal

Currently there are two leases for the Conservation Building, one with MDA and one with DNR. The new lease combines all the area into one lease with DNR who will sublease space to MDA for the lease period of January 1, 2014 through June 30, 2016.

Motioned by Gossman seconded by Mensink to renew the lease with MDA and DNR at the current rate of \$11.00 per square foot for office and common space and \$5.00 per square foot for the heated garage. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

**VI. NEW BUSINESS**

1. Consider investment of FY2014/2015 SWCD Program and Operations Grant Finds in the amount of \$46,526.00

Motioned by Hazel seconded by Gossman to approve the investment of the FY2014/2015 SWCD Program and Operations Grant Funds at the highest available rate. Affirmative: Hazel, Mensink, Gossman, Willford. Opposed: none. Motion carried.

2. Consider sponsorship for statewide videoconference sponsored by Grazing Lands Conservation Association and Sustainable Farming Association

Motioned by Hazel seconded by Gossman to approve the sponsorship of the statewide videoconference sponsored by the Grazing Lands Conservation Association and Sustainable Farming Association in the amount of \$500.00. Affirmative: Hazel, Mensink, Gossman, Willford. Opposed: none. Motion carried.

3. Authorize attendance to the MASWCD Annual Convention December 1-3, 2013

Motioned by Hazel seconded by Mensink to approve attendance at the MASWCD Annual Convention December 1 – 3, 2013 and pay expenses. Affirmative: Hazel, Leutink, Mensink, Gossman, Willford. Opposed: none. Motion carried.

4. Consider quote for topper for 2013 Chevy Silverado from Crescent Covers

Motioned by Hazel seconded by Mensink to approve the quote for the topper for the 2013 Chevy Silverado from Crescent Covers less the non-slip mats. Hazel amended the motion to include the mats for a total cost of \$2,478.00 plus tax. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

5. Consider closeout of 2011 BWSR MRBI Technical Assistance Grant

Motioned by Gossman seconded by Hazel to approve the closeout of the 2011 BWSR MRBI Technical Assistance Grant. Affirmative: Hazel, Mensink, Gossman, Willford. Opposed: none. Motion carried.

6. Consider transfer of \$1,000.00 to Designated Computer and Equipment Account from District Funds

Motioned by Hazel seconded by Gossman to approve the transfer of \$1,000.00 to the designated Computer and Equipment Account from District Funds. Affirmative: Hazel, Mensink, Gossman, Willford. Opposed: none. Motion carried.

7. Consider transfer of \$500.00 to Designated District Building Maintenance Account from District Funds

Motioned by Gossman seconded by Mensink to approve the transfer of \$500.00 to the designated District Building Maintenance Account from District Funds. Affirmative: Hazel, Mensink, Gossman, Willford. Opposed: none. Motion carried.

8. Consider transfer of \$23,219.00 to Designated Vehicle Replacement Fund from District Funds

Motioned by Mensink seconded by Gossman to approve the transfer of \$23,219.00 to the designated Vehicle Replacement Fund from District Funds. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

9. Consider transfer of \$1,000.00 to Designated Three Month Operating Expense Account from District Funds

Motioned by Gossman seconded by Hazel to approve the transfer of \$1,000.00 to the designated Three Month Operating Expense Account from District funds. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

10. Consider transfer of \$1,000.00 to Designated Special Projects Account from District Funds

Motioned by Mensink seconded by Hazel to approve the transfer of \$1,000.00 to the designated Special Projects Account from District Funds. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

11. Consider vehicle Purchase

Grooters provided information on two 2013 Chevrolet Impalas available from Ziemetz Motors. Discussion continued on whether to trade in the van, take it to auction, or donate it to the Fillmore DAC, which was recommended by Kaase.

Motioned by Hazel to donate the van to the Fillmore DAC. Motion died for lack of a second.

Motioned by Mensink seconded by Gossman to purchase the dark gray Chevrolet Impala at Ziemetz Motors and donate the Dodge van to the DAC or take it to auction if the DAC doesn't want it. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

Grooters left the meeting at 5:56 p.m.

12. Consider changing December meeting date

Motioned by Hazel seconded by Gossman to change the December meeting from Thursday, December 12<sup>th</sup> to Tuesday, December 17<sup>th</sup> due to staff conflicts. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

13. Review health insurance information

The insurance information received was reviewed and discussed. A meeting with staff and the insurance representative plus a couple board members will be scheduled for the afternoon on Thursday, October 24<sup>th</sup>. Hazel volunteered to attend.

14. Consider \$200.00 contribution towards Area 7 Calendar

Motioned by Gossman seconded by Mensink to approve a \$200.00 contribution toward a calendar highlighting Area 7. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

15. Consider State Cost Share Contract FY13-12 Sam Arnold, Farmstead Windbreak, in the amount of \$363.50

Motioned by Mensink seconded by Hazel to approve State Cost Share Contract FY13-12 Sam Arnold, Farmstead Windbreak, in the amount of \$363.50. Affirmative: Gossman, Hazel, Mensink, Willford. Opposed: none. Motion carried.

**VII. ACCOUNTS PAYABLE**

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

Serfling asked for a volunteer for the statement opening and check review on Friday, November 1<sup>st</sup>. Hazel volunteered.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:24 p.m.

Respectfully Submitted,

Pamela Mensink