

**DISTRICT REGULAR BOARD MEETING**

Thursday, September 11, 2014

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

***Minutes***

MEMBERS PRESENT: Leonard Leutink, Pam Mensink, Travis Willford, Brian Hazel

MEMBERS ABSENT: Tim Gossman.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Jessica Bronson (NRCS), Tom Kaase (County Commissioner)

Hazel called the meeting to order at 4:37 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Leutink seconded by Mensink to approve the August 2014 Treasurer's report, subject to audit. Affirmative: Mensink, Leutink, Willford, Hazel. Opposed: none. Motion carried.

**III. CONSENT AGENDA**

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

1. Secretary's Report – August 14, 2014 Regular Board Meeting Minutes
2. Payment of State Cost Share Contract FY14-02 Dave Wangen, Well Decommissioning, in the amount of \$394.00

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

**IV. REPORTS**

1. Supervisor's activity report

Willford reported attending the Rowbot field day at the Dean Thomas farm and had cover crops seeded by helicopter.

Hazel reported attending the CPS field day at the Lawler site.

Mensink had nothing to report.

Leutink reported doing the statement opening and check review and attending the County Budget meeting.

Gossman was not present.

## 2. Staff reports

A written report was included in the board packets.

## 3. Administrator's report

### a. County Budget meeting

Rasmussen presented the budget request with a spreadsheet of all the grants and funds of the District. Indications are that a \$5,000 increase will be approved instead of the \$25,000 increase requested.

### b. Joint Powers Agreement with MN Department of Ag for nutrient management

The agreement is going forward with the JPB to pay for half of the Nutrient Management position. Another half time position will be at Rice and a third half time position will be with Extension.

### c. Clean Water Fund grant applications

Clean Water Fund Grant applications are being submitted for four feedlot projects. The application will be competing with other practices and projects throughout the state. The JPB will be submitting an application for funding for half of the Nutrient Management position. A third application may be submitted on behalf of the City of Rushford to seal two municipal wells.

### d. DNR Healthy Forests for Healthy Water project

Rasmussen reported subcontracts have been finalized in each watershed. Letters will be sent to landowners with forest stewardship plans within the next week.

### e. Forestry intern projects

Jason Wetzel is still working on the final report. The remaining hours in the grant are being used to pay for MJ Bach, Jenna Pollard, and Dan Bradt to assist the foresters with additional tasks and to install garlic mustard kiosks and boot brushes on the Lost Creek Hiking Trail.

### f. Health insurance quotes

No health insurance quotes have been received. A meeting to discuss insurance has been set for Monday, October 6<sup>th</sup> at 5:00 p.m. to decide what the HSA contribution to the employees will be, review the premium rate information, decide whether to use a two or three tier system and discuss if single employees should pay a portion of their premium like the families do.

g. Zoning ordinance language change regarding tree removal  
The County approved a language change regarding tree removal. No permit will be required from Zoning, but a Form 1026 will be needed if clearing trees to convert to crop land or a grazing plan will be required if clearing for use as pasture.

h. Basal stalk nitrate testing in Rush-Pine and Watson Creek watersheds  
Basal stalk nitrate testing will be done again this year within two weeks after black layer or around the end of September. Sixteen fields will be sampled. The costs will be paid from MRBI funds.

Members present asked when the new plat books would be coming and what was being done with the current plat books of which there are approximately 50 left.

Motioned by Willford seconded by Mensink to give the old plat books to deputies, ambulance crews, and fire departments for their use. Affirmative: Leutink, Mensink, Willford, Hazel. Opposed: none. Motion carried.

#### 4. NRCS

Bronson reported there are approximately 20 applicants for the Soil Tech position. Their fiscal year ends at the end of September and 2014 close-outs are being done. A number of CSP contracts were renewed. Summer construction projects have been completed and fall projects will be starting. The Soil Con position will open after October 1<sup>st</sup> for applications.

#### 5. County

Kaase reported the County is looking at budgets and where reductions can be made. They would like to get the levy below 5%. They are looking at staffing closely determining whether a vacant position needs to be filled.

Kaase commended Rasmussen on her presentation to the Commissioners requesting an increase in funding for 2015.

### **V. OLD BUSINESS**

#### 1. Discuss policy for board member participation in webinars

Rasmussen had polled other SWCDs for their policy on board member participation in webinars which was included in the board packets. Board consensus was to have Rasmussen prepare a draft policy which would require board approval to receive per diem for webinars. The draft policy will be reviewed at the next meeting.

#### 2. Consider hiring procedure for the Nutrient Management Specialist position

Rasmussen reported nine applications have been received. The interview committee will consist of the Personnel Committee-Gossman and Hazel, Anne Koliha, Rasmussen, and

Jessica Bronson. Ranking will be completed by September 17<sup>th</sup> with interviews to be scheduled for September 29<sup>th</sup> for the top four applicants.

Bronson left the meeting at 5:43 p.m.

3. Discuss East Willow Creek structure maintenance issues

An issue has come up after a landowner who is setting up a trust asked questions about what the easement recorded for one structure means and who is liable for cleaning out the silt. After discussions with the Records Office, it was decided that a committee of a couple of SWCD supervisors and County Commissioners should meet with the Recorder, County Attorney, two representatives from the Highway Department, NRCS engineers from Rochester and St. Paul plus Rick Grooters and Rasmussen to develop a plan for moving forward and to investigate funding options.

Hazel and Willford volunteered to be on the committee.

**VI. NEW BUSINESS**

1. Consider attendance and expenses for 2014 BWSR Academy

Motioned by Mensink seconded by Leutink to approve up to four staff to attend the BWSR Academy and pay expenses. Affirmative: Mensink, Leutink, Willford, Hazel. Opposed: none. Motion carried.

2. Consider approval of Volunteer Nitrate Monitoring Network Sub-recipient Agreement with the SE MN Water Resources Board for \$2,000.00

Motioned by Leutink seconded by Mensink to approve the Volunteer Nitrate Monitoring Network Sub-recipient Agreement with the SE MN Water Resources Board for \$2,000.00. Affirmative: Mensink, Leutink, Willford, Hazel. Opposed: none. Motion carried.

3. Consider approval of letter of support for USDA Regional Conservation Partnership Program proposal for the Driftless Area from Trout Unlimited

Motioned by Willford seconded by Mensink to approve the letter of support for the USDA Regional Conservation Partnership Program proposal for the Driftless Area from Trout Unlimited. Affirmative: Leutink, Mensink, Willford, Hazel. Opposed: none. Motion carried.

4. Consider approval of letter of support for USDA Regional Conservation Partnership Program proposal for the Root River watershed from UMRBA

Motioned by Willford seconded by Leutink to approve the letter of support for USDA Regional Conservation Partnership Program proposal for the Root River watershed from UMRBA. Affirmative: Mensink, Leutink, Willford, Hazel. Opposed: none. Motion carried.

5. Consider Resolution 14-02 Participation in Root River One Watershed, One Plan

The resolution is just a formality to get an indication that LGUs are still in support of the Plan.

Motioned by Willford seconded by Leutink to approve Resolution 14-02, Resolution to Support Participation by the Fillmore SWCD in the Root River One Watershed, One Plan. Affirmative: Leutink, Mensink, Willford, Hazel. Opposed: none. Motion carried.

6. Consider Technical Assistance percentage from FY2015 State Cost Share Grant

Motioned by Mensink seconded by Leutink to set the percentage at 20% for technical assistance from the FY2015 State Cost Share Grant. Affirmative: Mensink, Leutink, Willford, Hazel. Opposed: none. Motion carried.

Kaase left the meeting at 6:11 p.m.

7. Consider Amendment 1 to MPCA Watershed Pollutant Load Monitoring Network Agreement

Motioned by Willford seconded by Mensink to approve Amendment 1 to the MPCA Watershed Pollutant Load Monitoring Network Agreement which extends the grant one year to June 30, 2016 and increases the contract amount to \$148,252.04. Affirmative: Leutink, Mensink, Willford, Hazel. Opposed: none. Motion carried.

**VII. ACCOUNTS PAYABLE**

Motioned by Willford seconded by Leutink to approve the September 2014 payables. Affirmative: Mensink, Leutink, Willford, Hazel. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Wednesday, October 1<sup>st</sup>. Mensink volunteered.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:19 p.m.

Respectfully Submitted,

Leonard Leutink, Jr.