

DISTRICT REGULAR BOARD MEETING

Thursday, September 20, 2018

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

Minutes

MEMBERS PRESENT: Tim Gossman, Brian Hazel, Bob Pickett, Kathy Tesmer, Travis Willford

MEMBERS ABSENT: None.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Duane Bakke (County Commissioner)

Hazel called the meeting to order at 4:34 p.m. A quorum is present.

I. AGENDA

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

II. TREASURER'S REPORT

Motioned by Pickett seconded by Gossman to approve the August, 2018 Treasurer's Report, subject to audit. Affirmative: Gossman, Pickett, Tesmer, Hazel. Opposed: none. Motion carried.

III. CONSENT AGENDA

Motioned by Tesmer seconded by Pickett to approve the following consent agenda items:

1. Payment of Healthy Forests for Healthy Water Contract 2018-1-RP Kristin Washburn, Forest Road Improvement, in the amount of \$9,032.50
2. Payment of District Summer Construction Conservation Practice Assistance Contract SC17-05 Steve Eickhoff, Grassed Waterway, in the amount of \$1,630.00
3. Secretary's Report – September 18, 2018 Special Board Meeting Minutes

Affirmative: Gossman, Pickett, Tesmer, Hazel. Opposed: none. Motion carried.

IV. REPORTS

1. Supervisor's activity reports

Willford was not present at this time.

Hazel reported attending the Office Assessment meeting.

Gossman reported attending the Kernza Field Day in Chatfield on August 22nd, the Roadside Management Workshop on August 28th, and the Office Assessment meeting.

Pickett reported doing the statement opening and check review, went with Rasmussen to the County Board meeting to present the budget request, attended the Office Assessment meeting, and assisted with the 6th Grade Conservation Tour.

Tesmer reported attending the Area MASWCD meeting at Winona State and the Office Assessment meeting.

2. Staff reports

A written report was included in the board packets.

3. Administrator's report

a. MDA Noxious Weed Grant

Rasmussen reported the current grant will be extended. The District is being encouraged to apply for the 2019 grant, which is now open. Houston County is applying so if the District applied also, it would extend the work area farther downstream. Rasmussen will work on a grant application that can be reviewed at the October meeting.

b. Noxious Weed Grant Workshops

Attendance at the afternoon workshop was better than the evening workshop. There were good comments and questions.

c. KFIL Ag Appreciation Breakfast

The District had a display for people to look at but attendance was very poor, only about a dozen people. No newspaper advertising was done.

d. MASWCD Area 7 meeting

Rasmussen reported on the highlights of the Area 7 meeting which included:

- Minnesota leads the nation in the number of SWCD employees
- For every SWCD dollar spent, there is a value added to the community of \$1.40
- The SWCD resolution is gaining momentum
- Rick Berscheid, NRCS Assistant State Conservationist in Rochester talked about the NRCS reorganization and hiring new employees across the state.
- Aaron Peter, BWSR, talked about the Clean Water fund applications that are requesting \$30 million and only \$14 million is available. The State Soil Health office is up and running and will align with the MASWCD areas.
- DNR talked about getting the public informed about where their drinking water comes from

After breaking for lunch, they toured the Winona State Science Lab. Supervisors and staff conducted their separate meetings in the afternoon.

s. Sand Creek Report and follow up

Willford entered the meeting at 4:55 p.m.

Rasmussen reported that all staff was present for the follow-up meeting with Susan Herreid.

Board consensus was to work through the Personnel Committee to make recommendations from the follow-up meeting and bring them back to the full board.

An October 11th meeting at 10 a.m. will be scheduled with the Board, the SWCD and NRCS managers, including the new Assistant State Conservationist, and Herreid to discuss the follow-up recommendations.

4. NRCS

No one was present from NRCS.

5. County

Commissioner Bakke reported the preliminary budget will be approved on Tuesday. The final approval will be in December. He reported everything looked good for the SWCD budget request.

There is still one non-compliant buffer. He suggested the commissioner in that area should get involved and work with the landowner to get him in compliance.

Mr. Bakke reported on the AMC Fall Conference where there is still talk on SWCD levy authority. They have not taken a position and will wait to see what the proposal will be.

V. OLD BUSINESS

1. Consider approval for Chair to sign Secretary's Report from August 16, 2018 Regular Board Meeting

Motioned by Pickett seconded by Gossman to grant approval for the Chair to sign the Secretary's Report from August 16, 2018. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

2. Consider approval of Secretary's Report from August 16, 2018 Regular Board Meeting

Motioned by Willford seconded by Gossman to approve the Secretary's Report from the August 16, 2018 Regular Board Meeting with the noted correction. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

3. Consider Operational Policy Revision regarding Past Due Accounts Receivable

Motioned by Gossman seconded by Pickett to approve the new policy for past due accounts receivables for Nutrient Management plans as presented. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

4. Consider cancellation of Local Capacity Cost Share Contract LC FY17-02, Steve Eickhoff, Grassed Waterway, in the amount of \$3,644.00

Motioned by Willford seconded by Tesmer to approve the cancellation of the Local Capacity Cost Share Contract LC FY17-02, Steve Eickhoff, Grassed Waterway, in the amount of \$3,644.00 due to the construction costs coming in cheaper than expected. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

5. Consider FY16 Healthy Forests for Healthy Water Financial Report

Motioned by Willford seconded by Pickett to approve the FY16 Healthy Forests for Healthy Water Financial Report. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

6. Consider purchase of office chairs

Rasmussen reported staff reviewed the options for office guest chairs at the recent staff meeting. Staff consensus was for stationery, stackable chairs for some of the offices and plastic folding chairs for areas that are tight on space.

Some of the staff's office chairs need replacing. The Board looked at several options. Board consensus was to defer the decision to the Building Committee. The Building Committee chose the high-back mesh fabric task chair at a cost of \$199.99.

Motioned by Tesmer seconded by Pickett to approve the purchase of seven stackable guest chairs, four plastic folding chairs for customer use, and five office chairs for staff at a not-to-exceed cost of \$2,000.00 which includes shipping. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

VI. NEW BUSINESS

1. Consider FY2019 BWSR Clean Water Fund SWCD Local Capacity Services & Buffer Law Implementation Program Grant Agreement in the amount of \$130,000.00

Motioned by Willford seconded by Gossman to approve the FY2019 BWSR Clean Water Fund SWCD Local Capacity Services & Buffer Law Implementation Program Grant Agreement in the amount of \$130,000.00. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

2. Consider Root River Field to Stream Partnership Cover Crop Incentive Program Contract BC-CC-18-01 Carter Lee, 26.5 acres cover crops in the amount of \$794.70

Motioned by Gossman seconded by Tesmer to approve the Root River Field to Stream Partnership Cover Crop Incentive Program Contract BC-CC-18-01 Carter Lee, 26.5 acres cover crops in the amount of \$794.70. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

3. Consider authorizing Administrator to sign cover crop contracts until October 11, 2018

Motioned by Tesmer seconded by Willford to authorize the Administrator to sign cover crop contracts until October 11, 2018. Any contracts signed will be reviewed by Thomas and brought to the October meeting for Board approval. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

4. Consider Monitoring Plan for Buffer Compliance Tracking

Motioned by Tesmer seconded by Gossman to approve the monitoring plan for Buffer Compliance Tracking as presented. The plan includes:

- Review of one third of the parcels each year
- Perform random spot checks on 5% of the parcels each year
- Review parcels of emphasis more frequently such as those previously non-compliant, those with alternative practices, cost-share funded practices, and those of further emphasis
- A Buffer Non-Compliance flow chart has been developed between the Fillmore County Zoning and Fillmore SWCD for use in handling non-compliances and compliant parcels

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

5. Consider registration and lodging for staff to attend 2018 BWSR Academy

Motioned by Gossman seconded by Tesmer to approve registration and lodging for staff going to the BWSR Academy. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

6. Consider Local Capacity Cost Share Contract LC FY17-05 Wayne Pfremer, Grade Stabilization Structure, in the amount of \$4,495.00

Motioned by Willford seconded by Tesmer to approve the Local Capacity Cost Share Contract LC FY17-05 Wayne Pfremer, Grade Stabilization Structure, in the amount of \$4,495.00. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

7. Consider Conservation Practice Assistance Cost Share Contract FY18-03, Brian Soland, Grade Stabilization Structure, in the amount of \$10,000.00

Motioned by Gossman seconded by Willford to approve Conservation Practice Assistance Cost Share Contract FY18-03, Brian Soland, Grade Stabilization Structure, in the amount of \$10,000.00. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

VII. ACCOUNTS PAYABLE

Motioned by Tesmer seconded by Gossman to approve the September, 2018 payables. Affirmative: Gossman, Pickett, Tesmer, Willford, Hazel. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Monday, October 1st. Tesmer volunteered.

VIII. ADJOURNMENT

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

The meeting was adjourned at 5:50 p.m.

Respectfully Submitted,

Kathy Tesmer