

DISTRICT REGULAR BOARD MEETING

Thursday, March 19, 2020

4:30 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

DRAFT MINUTES

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

MEMBERS ABSENT: None

OTHERS PRESENT: Laura Christensen, Anne Koliha, Willis Goll

Tesmer called the meeting to order at 4:35 p.m. A quorum is present.

I. AGENDA

Motioned by Pickett seconded by Gossman to approve the agenda.

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

II. TREASURER'S REPORT

A. Approve treasurer's report for December 2019

B. Approve treasurer's report for January 2020

C. Approve treasurer's report for February 2020

Board discussions regarding the different months treasurer's report.

Gossman expressed disappointment with not getting proper information and on the board's directive to get financials fixed and also not being at board meeting to explain items and what is happening to fix items. Rest of board members agreed with statement.

Motioned by Gossman seconded by Pickett to defer treasurer's reports to be approved as soon as corrected no later than April meeting and request Christensen to take charge to get things figured out and contact the necessary people for help and that when the treasurer's reports are corrected and ready for approval to call a special board meeting to review and approve.

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

III. CONSENT AGENDA

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

A. Secretary's Report – February 20, 2020 Regular Board Meeting Minutes

Board members noted a couple of corrections to be made to the February minutes such as: meeting called to order by Tesmer not Gossman and the list of others present should only be Christensen, Wiegrefe, Koliha. Secretary Willford will sign minutes once corrections are made. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

*Gossman requested to have further secretary's reports pulled from the consent agenda and put as a separate item till further notice.

IV. REPORTS

A. Supervisor's activity reports

Willford had nothing to report.

Hazel reported on attending the One Watershed One Plan meeting.

Gossman had nothing to report.

Pickett had nothing to report.

Tesmer reported doing the statement opening and check detail for March and also reported on having a phone conference JPB meeting coming up on Monday to further discuss budget shortfalls.

B. Staff Reports

A written report was included in the board packets.

C. Administrator's report

1. Windbreak update

Christensen presented information prepared by Koliha regarding the windbreak program. Koliha answered board questions and was thanked for putting together the information.

2. MDH Safe Drinking Water in SE MN grant

Christensen reviewed the grant application with the board – board liked the collaboration between the numerous districts and county entities to be involved with the grant.

3. Conservation Tillage effort

Christensen reported that the SE area is working to coordinate an outreach event/campaign to increase awareness and implementation of conservation tillage. Interested staff and board members can reach out to her if they are interested in participating in these efforts.

D. NRCS report

A verbal report was given to Christensen to pass along to SWCD board. EQIP sign-up deadline was last Friday. Beginning to put together information for planning a Local Work Group meeting.

E. County report

Commissioner Bakke called in a verbal report to Christensen to present.

County has interviewed for the Feedlot Officer position.

Due to the COVID-19 pandemic there is limited public access to the Courthouse at this time.

V. **OLD BUSINESS**

No old business to conduct.

VI. **NEW BUSINESS**

A. Consider approval of Exhibit A – Amendment 5 of the Root River 1W1P 2018-2019 BWSR CWF C18-5518 Sub-Agreement between Winona County Soil and Water Conservation District and Fillmore Soil and Water Conservation District

Motioned by Pickett seconded by Hazel to approve Exhibit A – Amendment 5 of the Root River 1W1P 2018-2019 BWSR CWF C18-5518 Sub-Agreement between Winona County Soil and Water Conservation District and Fillmore Soil and Water Conservation District.

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

B. Consider approval of Addendum to the Minnesota Board of Water and Soil Resource (BWSR) Rainfall Simulator Lease Agreement between BWSR and Fillmore Soil and Water Conservation District (SWCD), extending Fillmore SWCDs lease to house the Portable Rainfall Simulator (VIN #: 533SC1212GC252723) from June 30, 2020 to June 30, 2025.

Motioned by Gossman seconded by Willford to approve the Addendum to the Minnesota Board of Water and Soil Resource (BWSR) Rainfall Simulator Lease Agreement between BWSR and Fillmore Soil and Water Conservation District (SWCD), extending Fillmore SWCDs lease to house the Portable Rainfall Simulator (VIN #:533SC1212GC252723) from June 30, 2020 to June 30, 2025.

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

C. Consider authority of District Administrator to sign contract between Fillmore Soil & Water Conservation District and the Minnesota Pollution Control Agency for the 2020-2021 Watershed Pollutant Load Monitoring grant

Motioned by Gossman seconded by Hazel to authorize the District Administrator to sign contract between Fillmore Soil & Water Conservation District and the Minnesota Pollution Control Agency for the 2020-2021 Watershed Pollutant Load Monitoring grant.

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

- D. Consider length of service step increase for Employee #23034 from Grade 6, Step 2 to Grade 6, Step 3 effective April 2, 2020, per recommendation of District Administrator

Motioned by Gossman seconded by Pickett to approve length of service step increase for Employee #23034 from Grade 6, Step 2 to Grade 6, Step 3 effective April 2, 2020, per recommendation of District Administrator.

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

- E. Discuss Area 7 Technical Support JPB financial shortfall

Christensen presented information of ideas that have been discussed for funding the shortfall of the JPB utilizing different funding sources from Fillmore SWCD. Board would like the JPB to explain and clarify on how the shortfall came about all of a sudden. The proposal of ideas is to help the Area 7 JPB make it till the end of June. Upcoming Area 7 JPB meeting on Monday to discuss budget shortfall further and decide on increase on membership dues to the SE districts.

Motioned by Hazel seconded by Gossman to support a dues increase for membership to the Area 7 Technical Support JPB.

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

- F. Discuss payment for the services of Bakertilly

Christensen presented the final bill from Bakertilly for the completion of the Compensation Study noting that Bakertilly gave a discount of \$551.50. Christensen also noted that she has not received the final documents as she was told she would receive from an email correspondence from November 2019.

Motioned by Hazel seconded by Pickett to pay the Bakertilly bill upon receipt of all final documents.

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

- G. Consider approval of SE MN Well Sealing Contract WS FY19-04, Donald Huntington, in the amount of \$1,000.00

Motioned by Willford seconded by Pickett to approve the SE MN Well Sealing Contract WS FY19-04, Donald Huntington, in the amount of \$1,000.00.

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

- H. Consider approval of SE MN Well Sealing Contract WS FY19-05, Donald Huntington, in the amount of \$1,000.00

Motioned by Gossman seconded by Hazel to approve the SE MN Well Sealing Contract WS FY19-05, Donald Huntington, in the amount of \$1,000.00.

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

I. Discuss lease renewal with the MN Department of Natural Resources

Christensen presented info that MN DNR is requesting a 5 year lease upon renewal of the conservation building. Board reviewed the current lease agreement. Board request Christensen to prepare couple scenario's increasing rent 2-3% per year on a 5 year time frame. Board would like to change the termination timeframes to 3 months notice for both the DNR and SWCD. Bring information back for review at the April board meeting.

J. Consider BWSR FSP Phase II Implementation Contract CC19-06 Sheila Kruegel, Grassed Waterway, in the amount of \$5,535.00

Motioned by Willford seconded by Hazel to approve the BWSR FSP Phase II Implementation Contract CC19-06 Sheila Kruegel, Grassed Waterway, in the amount of \$5,535.00.

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

K. Consider approval of FY2019 Drinking Water Protection in Southeast Minnesota Sub-Agreement between Fillmore Soil and Water Conservation District and Root River Soil and Water Conservation District

Motioned by Pickett seconded by Gossman to approve the FY2019 Drinking Water Protection in Southeast Minnesota Sub-Agreement between Fillmore Soil and Water Conservation District and Root River Soil and Water Conservation District.

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

L. Local Planning Workgroup discussion

Willford presented information in regards to holding the Local Planning Workgroup meeting and reviewed ranking sheet. Looking at other options to complete the task of ranking due to the COVID-19 pandemic and not being able to hold public meetings. Christensen presented that there is an email list of participants of meeting available to send out information to request ranking of priorities. Christensen will work to send out an email to the list of participants asking them to rank the priorities. Christensen will work with NRCS DC Bronson to keep with NRCS timeline for completing this task for the Local Planning Workgroup.

VII. ACCOUNTS PAYABLE

A. Approve March accounts payable

Motioned by Gossman seconded by Pickett to approve the March, 2020 payables.

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

B. Supervisor volunteer for statement opening and check review

Tesmer asked for a volunteer for the statement opening and check review on April 1, 2020.

Gossman volunteered.

VIII. ADJOURNMENT

Motioned by Hazel seconded by Willford to adjourn the meeting.

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

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

Respectfully Submitted,

Travis Willford
Fillmore SWCD Board Secretary