

DISTRICT REGULAR BOARD MEETING

Thursday, July 11, 2019

4:30 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

Minutes

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

MEMBERS ABSENT: None

OTHERS PRESENT: Laura Christensen, Jeanette Serfling, Sue Wiegrefe, Anne Koliha and Aaren Mathison

Gossman called the meeting to order at 4:39 p.m. A quorum is present.

I. AGENDA

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

II. TREASURER’S REPORT

Motioned by Tesmer seconded by Willford to approve the June, 2019 Treasurer’s Report, subject to audit. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

Motioned by Willford seconded by Pickett to approve the April - June 2019 Supervisors’ vouchers. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

III. CONSENT AGENDA

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

1. Secretary’s Report – June 14, 2019 Regular Board Meeting Minutes
2. Approval of payment of SE MASWCD 2019 annual dues in the amount of \$500.00.
3. Payment of RR FSP contract #CC19-02 Kent Dornink, Grassed Waterway, in the amount of \$3,100.50
4. Payment of Local Capacity Grant contract #LC FY17-04 Anita Schissel, Grade Stabilization and Grassed Waterway in the amount of \$10,000.00

5. Payment of Local Capacity Grant contract #LC FY17-02 Kent Dornink, Grassed Waterway in the amount of \$2,335.20

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

IV. REPORTS

1. Supervisor's activity reports

Willford reported he had participated in the statement opening on July 1st.

Hazel had nothing to report.

Gossman attended a meeting with Bailey Brothers July 1st about the upcoming Forestry Field Day. He requested the flier for the event be distributed to Board members for further distribution.

Pickett had nothing to report.

Tesmer reported attending the SE MASWCD area 7 resolutions meeting on June 28th with Christensen.

2. Staff reports

A written report was included in the board packets

Koliha added that she had visited and the Timm property/Hillside sluff to follow up. Movement is still evident. The County is cleaning out the road ditch and obtained permission to cut back into the hillside. When the cleanout and shaping is done, Gossman noted that seeding will be done.

3. Administrator's report

- a. Tree removal update. The Weinhold Family Tree Service got the bid and work may be done as soon as late July.
- b. Classification/Compensation study update. There were no further updates other than that Fillmore SWCD has itself completed the survey.
- c. MASWCD Area 7 Meeting. Two of the three resolutions submitted by the SWCD were adopted. The resolution on N inhibitors was passed with some minor changes to inform SWCDs of results and the second – on no-till of soybean fields, was passed unchanged.

Mathison entered the meeting at 4:51 p.m.

4. NRCS report

A written report was provided by Bronson.

5. County report

A report from Commissioner Bakke was read by Christensen. He reported attending the Local Government Roundtable meeting. It is their opinion that the 1W1P funds be used for projects and not monitoring. A White Paper will be forwarded to area legislators.

V. OLD BUSINESS

1. Consider approval of Civil 3D Commercial Software purchase

Motioned by Tesmer and seconded by Hazel to approve purchase of the Civil 3D software 3-year renewal. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

2. 2019 Outstanding Conservationist nomination

Motioned by Tesmer and seconded by Pickett to nominate Johnson Rolling Acres for the 2019 Outstanding Conservationist Award. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

3. Consider amendment to Root River FSP contract FSP CC19-04 Dave Mensink Filter Strip Buffer, extending completion date from August 1, 2019 to August 1, 2020

Motioned by Hazel and seconded by Tesmer to approve the amendment to the Root River FSP contract FSP CC19-04 Dave Mensink Strip Buffer, extending the completion date from August 1, 2019 to August 1, 2020. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

VI. NEW BUSINESS

1. Consider approval of FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore SWCD and Mower SWCD.

Motioned by Willford and seconded by Hazel to approve the FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore SWCD and Mower SWCD. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

2. Consider approval of FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore SWCD and Dodge SWCD

Motioned by Willford and seconded by Hazel to approve the FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore and Dodge SWCD.

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

3. Consider Approval of FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore SWCD and Olmsted SWCD

Motioned by Tesmer and seconded by Pickett to approve the FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore SWCD and Olmsted SWCD. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

4. Consider approval of FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore SWCD and Winona SWCD

Motioned by Hazel and seconded by Willford to approve the FY2019 Drinking Water Protection in SE MN Sub-Agreement between Fillmore SWCD and Winona SWCD. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

5. Consider approval of Watershed Conservation Planning Initiative (WCPI) engineering funding proposal

Motioned by Hazel and seconded by Tesmer to approve the application requesting \$176,000 to fund the Watershed Conservation Planning Initiative. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

6. Consider allowing the DNR to use the Conservation Building for CWD check station

Motioned by Willford and seconded by Pickett to allow the DNR to use the Conservation Building as a CWD check station for the coming archery and firearms seasons. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

7. Consider approval of policy change/addition for staff payment procedure

Motioned by Willford and seconded by Pickett to approve the amendment to the staff payment procedure as follows:

Mandatory time-tracking reports must be completed by the end of each payroll period in order for employee to receive payment. Any employee who fails to complete this report by the specified time will not receive payment until the following scheduled payday once the report has been completed.

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

8. Consider office technology updates

Gossman requested the following items be researched for the next Board meeting to consider: 1) the possibility of a state purchasing pool for computers, 2) the possibility of purchase and service options through Marco Technology, 3) the date when Windows 7 will no longer be supported, and 4) what funds have monies available to support technology purchases and the amounts available.

9. Review Fillmore SWCD 2019 budget

Motioned by Willford and seconded by Tesmer to increase the Fillmore County appropriation request for 2020 from \$215,000 to \$220,000. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

10. Consider resignation of Water Management Coordinator, Caleb Fischer

Motioned by Willford and seconded by Tesmer to accept the resignation of Caleb Fischer, Water Management Coordinator with the effective date of July 26, 2019. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

11. Discuss hiring plan for Water Management Coordinator Position

Motioned by Willford seconded by Tesmer to immediately advertise for the Water Management Coordinator using the current job description with an application deadline of July 31, 2019. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

12. Consider investing \$138,600.00 in the Rushford State Bank Money Market

Motioned by Willford and seconded by Pickett to invest \$138,600.00 in the Money Market at Rushford State Bank at the current interest rate of 1.87%. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

13. Consider sale replaced field cell phone

Motioned by Hazel and seconded by Tesmer to authorize the Administrator to negotiate the sale of the used cell phone. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

VII. ACCOUNTS PAYABLE

Motioned by Willford and seconded by Pickett to approve the July 2019 payables. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

Wiegrefe asked for a volunteer for the statement opening and check review on August 1. Hazel volunteered.

VIII. ADJOURNMENT

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

The meeting was adjourned at 6:27 p.m.

Respectfully Submitted,

Bob Pickett