

DISTRICT REGULAR BOARD MEETING

Thursday, September 14, 2017

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

Minutes

MEMBERS PRESENT: Brian Hazel, Bob Picket, Kathy Tesmer, Travis Willford

MEMBERS ABSENT: Tim Gossman.

OTHERS PRESENT: Donna Rasmussen, Anne Koliha

Vice Chair Hazel called the meeting to order at 4:28 p.m. A quorum is present.

I. AGENDA

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

II. TREASURER'S REPORT

Motioned by Tesmer seconded by Pickett to approve the August, 2017 Treasurer's Report, subject to audit. Affirmative: Hazel, Pickett, Tesmer. Opposed: none. Motion carried.

III. CONSENT AGENDA

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

1. Secretary's Report – August 17, 2017 Regular Board Meeting Minutes

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

IV. REPORTS

1. Supervisor's activity reports

Willford was not present at this time.

Hazel reported attending a cost share committee meeting, came in for the statement opening and check review, and attended the Root River 1W1P Policy Committee meeting.

Gossman was not in attendance.

Pickett reported participating in the Spring Valley Days parade with Fischer.

Tesmer had nothing to report.

2. Staff reports

A written report was included in the board packets.

3. Administrator's report

a. Technical training and certification update

BWSR is working with NRCS for staff to obtain Job Approval Authority. The board received maps showing the technical teams. The focus will be on "on-the-job training".

b. Calendar dates to note

Rasmussen reviewed the dates of upcoming events which included Plowville in Mantorville on September 19th, the 6th Grade Conservation Field Day in Forestville on September 20th and a staff canoe trip after work hours on September 21st.

Resolutions packets were given to the board which will need to be completed and brought to the next board meeting on October 12th.

c. Meeting with county re: buffer law enforcement

Willford entered the meeting at 4:44 pm

Rasmussen reported that she, Koliha, and Grooters met with Bobbie Vickerman, Commissioner Bakke and Attorney Corson to discuss buffer law enforcement. A flow chart has been developed similar to the one for soil erosion complaints. The County is working through items needed for enforcement.

d. East Willow E-3 structure rehab project update

The comment period for the DNR permit has ended. Koliha is working on scheduling a pre-construction meeting. After the permit has been approved, construction can start.

e. WCA shared services update

A meeting was held with the Winona SWCD and County, City of Winona, Wabasha SWCD and BWSR staff. A job description was developed by Wabasha. They may have a staff member who could take the position. Winona County wants to further discuss the position internally. Another meeting will take place in October.

f. Watershed Specialist Training cancelled.

The course approved last month for Fischer to attend has been cancelled.

1. Supervisor's activity reports

Willford reported attending a cost share meeting and participating in the Steam Engine Days parade.

4. NRCS

Bronson was not present but submitted a written report which was read by Willford.

Working on closing out FY2017 which ends on September 30, 2017. FY18 begins on October 1, 2017.

The new phones will be coming sometime in FY2018. No date has been given. MOUs are being reviewed and will be emailed as soon as they are signed.

The board discussed the phone system and what steps to take. Not much information is available at this time. District Managers have been discussing this and would like to have a plan in place as an Area. They will begin to look into available options.

5. County

Commission Bakke was not present by submitted the following:

a. I am on a MASWCD-AMC committee discussing options for SWCD funding. Several options being discussed, but since no recommendations at this time, no info can be shared. Meeting again next Wednesday.

b. County Staff have not been able to match schedules for a buffer enforcement strategy discussion mostly because Attorney Corson has been out of office or very busy when he is in.

c. SWCD proposed funding request looks to be ok.

V. OLD BUSINESS

1. Discussion regarding September 18th health insurance meeting

Rasmussen asked if the board had any other questions to pass along to the representative. She reported the increase for the High Advantage plan will be 0.8% with no increase to the Health Saving Account plan for 2018.

Hazel asked if they offer a VEBA plan like the County does.

Willford requested a revised budget using the actual increases be available for the Monday meeting.

2. Consider amendment to HFHW contract 2017-2-RP, Butch Johnson, Reforestation in the amount of \$300.00 to extend the completion date to June 1, 2018

Motioned by Hazel seconded by Pickett to approve the amendment to the HFHW contract 2017-2-RP, Butch Johnson, Reforestation in the amount of \$300.00, extending the completion date to June 1, 2018. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

3. Consider amendment to Conservation Practice Assistance Contract FY16-11, Kristin Washburn, Critical Area Seeding, increasing cost share by \$1,201.88, from \$3,450.00 to \$4,651.88

An explanation of the requested increase was reviewed by the Board. The cost Share policy will be reviewed to possibly put a cap on future Code 342 projects.

Motioned by Hazel seconded by Tesmer to approve the amendment to Conservation Practice Assistance Contract FY16-11, Kristin Washburn, Critical Area Seeding, increasing the cost share from \$3,450.00 to \$4,651.88 for a total increase of \$1,201.88. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

4. Consider payment of Conservation Practice Assistance Contract FY16-11, Kristin Washburn, Critical Area Seeding, in the amount of \$4,651.88

Motioned by Hazel seconded by Pickett to approve the payment of Conservation Practice Assistance Contract FY16-11, Kristin Washburn, Critical Area Seeding, in the amount of \$4,651.88. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

VI. NEW BUSINESS

1. Consider Fillmore SWCD 2017 Cover Crop Incentive Program Conservation Practice Assistance Contracts as listed:

CC17-04	Mike Johnson	Cover Crops	50 ac.	\$1,500.00
CC17-05	Dan McKenna	Cover Crops	83.35 ac.	\$2,500.00
CC17-06	Andrew Borgen	Cover Crops	17.87 ac.	\$536.10

Motioned by Hazel seconded by Tesmer to approve the Fillmore SWCD 2017 Cover Crop Incentive Program Conservation Practice Assistance Contracts as listed:

CC17-04	Mike Johnson	Cover Crops	50 ac.	\$1,500.00
CC17-05	Dan McKenna	Cover Crops	83.35 ac.	\$2,500.00
CC17-06	Andrew Borgen	Cover Crops	17.87 ac.	\$536.10

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

2. Consider registration and lodging for staff to attend 2017 BWSR Academy

Motioned by Tesmer seconded by Hazel to approve registration and lodging for two staff to attend the 2017 BWSR Academy, November 1-3, 2017. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

3. Consider Conservation Practice Assistance Contract FY17-03 Gary Hellickson, Terraces with Underground Outlet, in the amount of \$6,000.00

Motioned by Tesmer seconded by Pickett to approve the Conservation Practice Assistance Contract FY17-03 Gary Hellickson, Terraces with Underground Outlet, in the amount of \$6,000.00. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

4. Consider MN BWSR FY2018 & 2019 SWCD Programs and Operations Grant Agreement in the amount of \$218,844.00 delegating authority to the Administrator to sign Cover Crop Cost Share Contracts

Motioned by Willford seconded by Tesmer to approve the MN BWSR FY2018 & 2019 SWCD Programs and Operations Grant Agreement in the amount of \$218,844.00 delegating authority to the Administrator to sign Cover Crop Cost Share Contracts until October 12, 2017 and the board signing the contracts after that date. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

VII. ACCOUNTS PAYABLE

Motioned by Pickett seconded by Tesmer to approve the September 2017 payables. Affirmative: Hazel, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

Rasmussen asked for a volunteer for the statement opening and check review on Monday. October 2nd. Tesmer volunteered.

VIII. ADJOURNMENT

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

The meeting was adjourned at 5:43 p.m.

Respectfully Submitted,

Brian Hazel
Vice-Chair