

DISTRICT REGULAR BOARD MEETING

Thursday, August 11, 2016

4:30 P.M.

USDA Service Center

SWCD Office

Preston, MN 55965

Minutes

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Duane Bakke (County Commissioner), Bob Pickett (supervisor elect)

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

I. AGENDA

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

II. TREASURER'S REPORT

Motioned by Leutink seconded by Mensink to approve the July, 2016 Treasurer's Report, subject to audit. Affirmative: Leutink, Hazel, Mensink, Willford. Opposed: none. Motion carried.

III. CONSENT AGENDA

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

1. Secretary's Report – July 6, 2016 Special Board Meeting Minutes
2. Secretary's Report – July 14, 2016 Regular Board Meeting Minutes
3. Payment of Healthy Forests for Healthy Water Contract 2016-1-R-013 Tom Ferris, Pond Cleanout, in the amount of \$1,500.00
4. Payment of Conservation Practice Assistance Contract FY16-01 Gerald Johnson, Terraces with underground outlet, in the amount of \$3,948.00

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

IV. REPORTS

1. Supervisor's activity reports

Hazel reported attending the Buffer meeting.

Leutink reported reviewing scholarship applications.

Gossman was not present at this time.

Mensink reported attending the JPB meeting and reviewed scholarship applications.

Willford reported doing the statement opening and check review, attended the Farm Bureau Conservation Tour, and the Buffer meeting.

2. Staff reports

A written report was included in the board packets.

3. Administrator's report

- a. JPB meeting report: WCA shared services, Soil Health vehicle, engineering technician, feedlot funds, JPB dues and fees

The JPB has approved a budget for \$67,000.00 for startup costs and to hire a part time WCA staff person who will serve three counties. An additional \$25,000.00 per year will be budgeted for staff support.

The JPB approved the purchase of the Silverado pickup for use by the soil health technician. Payment has been received and the transfer has been completed.

An engineering technician position is being advertised to serve the western part of Area 7 – Dodge, Olmsted and Mower counties.

An RCPP grant was received by BWSR and will be matched with state funds for feedlot projects. \$1.92 million will be available for cost share.

Dues for the JPB were proposed to increase by \$500.00 for 2017. Because the capacity grant requires a 10% cash match, the JPB is asking for an additional \$772.73 plus \$1,000.00 from each of the counties using the engineering services and the WCA shared services. Dues for 2016 will be \$2,272.73 and in 2017 will be \$2,772.73.

Gossman entered the meeting at 4:49 pm.

- b. FSP project updates

Rasmussen reported the targeted watershed work plan has been approved. She reported the number of contracts completed and those scheduled for fall construction. A feedlot project in Houston County has signed up for EQIP. Ron Meiners is doing follow-up visits with farmers in the headwaters in Mower County where five projects are likely to be completed.

c. Farm Bureau Blufflands Conservation Tour report
Rasmussen reported she and Willford went on the tour. They stopped at Shooting Star in Spring Grove, looked at a cedar tree revetment project near Yucatan, and stopped at Johnson Rolling Acres to look at the FSP monitoring site and tour their dairy barn. At the last stop at Highland Prairie, Mark Deutschman from Houston Engineering talked about One Watershed, One Plan. There was also a drone demonstration.

d. Clean Water Fund grant applications
Rasmussen reported Ronnenberg had submitted an Accelerated Implementation Grant to assist the new Rushford-Peterson school with stormwater management.

4. NRCS

Bronson was not present, but provided a written report.

"Staff is busy working on:

CPS renewals which are due in September

CRP renewals which are due before October 1st

EQIP sign-up is going on now. Postcards were mailed to participants

Starting to work on end of the fiscal year work."

5. County

Bakke reported attending the buffer meetings in Fountain and Rochester. He said the County needs to decide the enforcement mechanism. He felt that local efforts should be monitored and let BWSR handle the enforcement. The SWCD has to verify the compliance.

He also reported the County has changed the shoreland ordinance to match the buffer law.

V. OLD BUSINESS

1. Consider amendment to FY17 BWSR 2016 Clean Water Fund Local Capacity Services Grant Agreement increasing the grant amount to \$130,337.00

Motioned by Leutink seconded by Hazel to approve the amendment to the FY17 BWSR 2016 Clean Water Fund Local Capacity Services Grant Agreement increasing the grant amount to \$130,337.00. Affirmative: Leutink, Hazel, Gossman, Mensink, Willford. Opposed: none. Motion carried.

2. Discuss BWSR recommendation for supplemental Local Capacity Grant for 2017

BWSR is strongly urging SWCDs to ask the County for an increase in funds for 2017 so that the SWCD is eligible for the matching funds from BWSR. Rasmussen said she is hesitant to ask for additional funds. She suggested tying an increase to County programs such as buffer establishment or feedlot cost share. There was discussion on why BWSR is pushing the request for additional funds.

Motioned by Leutink seconded by Mensink to request an additional \$2,000.00 from the County for 2017 as special funds to be used for buffer implementation. Affirmative: Leutink, Hazel, Gossman, Mensink, Willford. Opposed: none. Motion carried.

Rasmussen will contact the County Coordinator and change the allocation request.

VI. NEW BUSINESS

1. Consider FY2017 BWSR MN Farm Bill Assistance Program Grant Agreement in the amount of \$29,250.00

Motioned by Mensink seconded by Hazel to approve the FY2017 BWSR MN Farm Bill Assistance Program Grant Agreement in the amount of \$29,250.00. Affirmative: Leutink, Hazel, Gossman, Mensink, Willford. Opposed: none. Motion carried.

2. Consider cancellation of Conservation Practice Assistance Contract FY16-03 Gary Hellickson due to contract duplicate number

Motioned by Leutink seconded by Hazel to approve the cancellation of Conservation Practice Assistance Contract FY16-03 Gary Hellickson due to duplication of the contract number. Affirmative: Leutink, Hazel, Gossman, Mensink, Willford. Opposed: none. Motion carried.

3. Consider Conservation Practice Assistance Contract FY15-10 Gary Hellickson, Terrace with underground outlet, in the amount of \$4,755.00 using \$74.00 from FY2015 funds and \$4,681.00 from FY2016 funds

Motioned by Gossman seconded by Hazel to approve the Conservation Practice Assistance Contract FY15-10 Gary Hellickson, Terrace with underground outlet, in the amount of \$4,755.00 using \$74.00 from FY2015 Funds and \$4,681.00 from FY2016 funds. Affirmative: Leutink, Hazel, Gossman, Mensink, Willford. Opposed: none. Motion carried.

4. Consider Billing Rates for Documentation of In-kind Expenditures Policy

A policy is required by BWSR for documenting landowner time when using it for in-kind match for grants.

Motioned by Leutink seconded by Mensink to approve the policy, as presented, for billing rates for documentation of in-kind expenditures and set the rate at \$40.00 per hour. Affirmative: Leutink, Hazel, Gossman, Mensink, Willford. Opposed: none. Motion carried.

5. Consider Returning College Student Scholarship Recipient

Motioned by Hazel seconded by Gossman to award the Returning College Student Scholarship to Ryan Mayer, Harmony, per the recommendation of the Education

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

6. Consider Board concurrence with NRCS Technical Approval Authority for Ecological Sciences for the following employees:

Rick Grooters	Conservation Technician
Doug Keene	Conservation Technician
Anne Koliha	Engineering Technician
Dean Thomas	Soil Health Technician
Caleb Fischer	Conservation Technician

Motioned by Mensink seconded by Hazel to concur with NRCS for Technical Approval Authority for Ecological Sciences for the following employees:

Rick Grooters	Conservation Technician
Doug Keene	Conservation Technician
Anne Koliha	Engineering Technician
Dean Thomas	Soil Health Technician
Caleb Fischer	Conservation Technician

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

7. Consider amendment to Sub-recipient Agreement with the SE SWCD Tech Support JPB for Nutrient Management Accelerated Implementation Grant reducing grant amount from \$120,000.00 to \$93,000.00

Rasmussen explained that this grant supports half of Boyum’s time and half of the Nutrient Management position in Rice County. Rice is using their funds quicker than Fillmore is, so by reducing our share by \$27,000.00 it should help coordinate the next request of funds between the two districts.

Motioned by Mensink seconded by Gossman to approve the amendment to the Sub-recipient Agreement with the SE SWCD Tech Support JPB for the Nutrient Management Accelerated Implementation Grant reducing the grant amount from \$120,000.00 to \$93,000.00. Affirmative: Gossman, Hazel, Leutink, Mensink, Willford. Opposed: none. Motion carried.

8. Consider amendment to 319 Feedlot VI grant increasing the amount of the grant by \$6,500.00 for a total grant of \$74,600.00

The additional funds were requested for a milk house waste system in Crystal Creek.

Motioned by Leutink seconded by Mensink to approve the amendment to the 319 Feedlot VI grant increasing the amount of the grant by \$6,500.00 for a total grant of \$74,600.00. Affirmative: Hazel, Gossman, Leutink, Mensink, Willford. Opposed: None. Motion carried.

9. Consider Fillmore SWCD 2016 Cover Crop Incentive Program Conservation Practice Assistance Contracts listed:

CC-16-02	Brit Schriever	Cover Crops-64.19 ac.	\$1,925.70
CC-16-03	Phillip Kahoun	Cover Crops-100 ac.	\$3,000.00

Rasmussen explained this cost share is funds from the Local Capacity Grant designated for cover crops.

Motioned by Mensink seconded by Gossman to approve the Fillmore SWCD 2016 Cover Crop Incentive Program Conservation Practice Assistance Contracts as listed:

CC-16-02	Brit Schriever	Cover Crops-64.19 ac.	\$1,925.70
CC-16-03	Phillip Kahoun	Cover Crops-100 ac.	\$3,000.00

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

10. Consider contract with Mitch Gilbert for Services to prepare Forest Stewardship Plan for 201 acres and compensation not to exceed \$2,010.00

Motioned by Hazel seconded by Leutink to approve the contract with Mitch Gilbert for Services to prepare a Forest Stewardship Plan for 201 acres and compensation not to exceed \$2,010.00. Affirmative: Hazel, Gossman, Leutink, Mensink, Willford. Opposed: none. Motion carried.

11. Consider the following Program Log account transfers:

From FY14 Conservation Planning to MAWQCP to close account	\$169.63
From FSP Walkovers to Non-grant Personnel for Admin	\$2,391.57
From FSP Phase II Implementation to FSP Walkovers to close account	\$549.01

Motioned by Gossman seconded by Mensink to approve the following Program Log account transfers as listed:

From FY14 Conservation Planning to MAWQCP to close account	\$169.63
From FSP Walkovers to Non-grant Personnel for Admin	\$2,391.57
From FSP Phase II Implementation to FSP Walkovers to close account	\$549.01

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

VII. ACCOUNTS PAYABLE

Motioned by Mensink seconded by Gossman to approve the August, 2016 payables. Affirmative: Leutink, Hazel, Gossman, Mensink, Willford. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Thursday, September 1st. Mensink volunteered.

1. Supervisor's activity reports

Since Gossman wasn't present at the time reports were being given, he asked that he could give his report at this time. He reported that he attended the Forestry Field Day on July 27th at Forestville State Park which had about 60 people in attendance. The Friends of the Root River had a flotilla down the Root River with about 18 people attending. He also reported his daughter, Sara, took a job with the Scott County SWCD as their Education Coordinator.

Willford mentioned he has been contacted by several employees that requested there be a minimum of two daytime board meetings so they can attend. This will be discussed further at the Annual Planning meeting.

VIII. ADJOURNMENT

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

The meeting was adjourned at 6:29 p.m.

Respectfully Submitted,

Leonard Leutink, Jr.