

**DISTRICT REGULAR BOARD MEETING**

Thursday, March 17, 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, Rick Grooters, Jessica Bronson (NRCS), Duane Bakke (County Commissioner)

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

**I. AGENDA**

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

**II. TREASURER'S REPORT**

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

**III. CONSENT AGENDA**

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

1. Secretary's Report – February 11, 2016 Regular Board Meeting Minutes
2. Payment to Travis Troendle, 2015 Graduating Senior Scholarship recipient, in the amount of \$500.00

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

**IV. REPORTS**

1. Supervisor's activity report

Hazel and Grooters entered the meeting at 4:35 p.m.

Willford was not present at this time.

Hazel reported attending a Best Management Practices seminar and a Nitrogen Clinic. He reported on a University of Wisconsin extension publication, "Field Walkover Guide".

Mensink reported doing the statement opening and check review on March 1<sup>st</sup>.

Leutink had nothing to report.

Gossman reported attending a Cover Crop Workshop hosted by the University of Minnesota on March 8<sup>th</sup> and will be attending a Friends of the Root River meeting on March 23<sup>rd</sup>.

## 2. Staff reports

A written report was included in the board packets.

## 3. Administrator's report

### a. WCA shared services meeting report

A meeting was held on February 22<sup>nd</sup> with representatives from Houston, Winona, and Fillmore counties regarding WCA shared services. There is interest but not enough funding to pay for a full time person. Localized space to house a person is also a factor. Additional funding is being sought.

Willford entered the meeting at 4:47 p.m.

### b. Root River 1W1P update

Rasmussen reported that Section 4 of the plan was reviewed by the Advisory Committee. At the next meeting Section 5 will be reviewed which still has some missing information. The Policy Committee will be meeting soon to give a final review of Sections 4 and 5.

### c. Targeted Watershed Grant application

The application for the Targeted Watershed Grant has been submitted. BWSR notified us that we have been selected for an interview, so it looks like we have a good chance of being funded. If awarded, the grant will add the headwaters to the area covered and will increase the total grant to just under \$1.3 million. Part of the additional funds would be used to restore the flood structure on the John Mensink property in the East Willow watershed.

### d. Legislators' meeting with County Board

Rasmussen reported the legislators showed some support for funding for One Watershed, One Plan and introduced it into the legislative session.

### e. Bacteria lab external audit completed

The external bacteria lab audit was completed in February. Staff worked with the auditor on a weekend to complete the audit due to not being allowed an extension.

In the future it is hoped that three local agencies can schedule their audits to coincide so they can be done at the same time.

f. 75<sup>th</sup> Anniversary in 2017

Rasmussen wanted board members to start thinking about what should be done to celebrate the 75<sup>th</sup> anniversary of the District which occurs in 2017.

g. U of M Tillage and Erosion Survey research project

Rasmussen was contacted by a BWSR Soil Scientist to request help doing a tillage and soil erosion project which will verify satellite imagery with actual physical measurements for cover crops and residue throughout Fillmore County. The research project will pay up to \$5,000.00 to help pay for staff time.

h. BWSR Biennial Budget Request (BBR)

Rasmussen reported the BBR for 2018-2019 is due by April 15<sup>th</sup>. Since a meeting won't be held before the due date, she asked if the request could be emailed to the board for their review and they can send back their comments. We are not held to the numbers used in the request. The legislature uses it to estimate what will be needed for funding during that time frame.

i. Standing Workstations

Rasmussen reported staff have expressed interest in using a sit-stand workstation. Quotes on a couple of options have been received which range in price from \$500.00 - \$600.00. Rasmussen suggested possibly using Special Project funds to pay for the workstations. She will check with the County on what they are using and the cost and report back next month.

4. NRCS

Bronson reported a soil health team has been developed and has a brochure listing producers and ag professionals that have agreed to provide info to other producers looking for information regarding cover crops and soil health. A Facebook website has also been developed with over 250 members.

Bronson is working on EQIP, CSP, CRP and spring construction will be starting shortly.

5. County

Bakke reported on the Buffer Initiative and One Watershed, One Plan.

**V. OLD BUSINESS**

1. Consider changing April Board Meeting date

Motioned by Leutink seconded by Gossman to change the April Board meeting date to Monday, April 18<sup>th</sup> due to tree delivery the week before. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

2. Consider DNR lease counter proposal of \$12.63/sq ft. for office space and common area and \$5.74/sq. ft. for heated garage

Motioned by Hazel seconded by Gossman to submit a counter proposal to DNR of \$13.00 per square foot for the office space and \$5.75 per square foot for garage space and not include automatic renewal at the end of the lease. Affirmative: Hazel, Gossman, Leutink, Willford, Mensink. Opposed: none. Motion carried.

**VI. NEW BUSINESS**

1. Consider SWCD display booth for April 2 Land Ethic Workshop at Eagle Bluff for \$50 fee

Motioned by Hazel seconded by Gossman to have a display booth at the Land Ethic Workshop at Eagle Bluff on April 2<sup>nd</sup> and pay the \$50.00 fee. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

2. Consider staff registration (\$15) and MACDE annual dues (\$10) for Area 7 Employee meeting on March 31<sup>st</sup>

Motioned by Gossman seconded by Hazel to approve paying for staff registration in the amount of \$15 for the Area 7 Employee meeting and the MACDE annual dues for all staff in the amount of \$10 each for a total of \$90.00. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

3. Consider request for \$100,000.00 Ag BMP Low Interest Loan dollars for Tails End Services LLC for purchase of manure tanker with injectors

Motioned by Leutink seconded by Hazel to approve the Ag BMP loan request for \$100,000.00 for Tails End Services LLC for the purchase of a manure tanker with injectors. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

4. Consider investment of Certificate of Deposit #701702 which matured on March 14, 2016

Motioned by Leutink seconded by Hazel to approve the reinvestment of Certificate of Deposit #701702 which matured on March 14, 2016 at F & M Community Bank for a term of 60 months at 1.40%. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

5. Consider Conservation Corps MN Host Site Agreement

Motioned by Hazel seconded by Willford to approve the Conservation Corps MN Host Site Agreement as presented. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

6. Consider proposals for copy machine lease

Motioned by Leutink seconded by Hazel to enter into a five year lease with Metro Sales for a Ricoh MPC 3503 copy machine at \$114.00 per month plus maintenance fees. . Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

7. Consider purchase of new vehicle and trade in of 2002 Dodge pickup

Motioned by Willford seconded by Leutink to order a 2016 Chevrolet Silverado 1500 4WD Crew Cab at fleet pricing of approximately \$29,658.00 which includes trade of the 2005 Dodge Dakota pickup. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

8. Consider Conservation Practice Assistance Contract FY16-02, June Vitse, Grassed Waterways, in the amount of \$822.00

Motioned by Hazel seconded by Gossman to approve the Conservation Practice Assistance Contract FY16-02, June Vitse, Grassed Waterways, in the amount of \$822.00. Affirmative: Leutink, Willford, Hazel, Gossman, Mensink. Opposed: none. Motion carried.

9. Consider FY2016 BWSR Competitive Grant Agreement for Field to Stream Partnership Phase II Implementation in the amount of \$804,385.00

Motioned by Leutink seconded by Hazel to approve the FY2016 BWSR Competitive Grant Agreement for Field to Stream Partnership Phase II Implementation in the amount of \$804,385.00. Affirmative: Leutink, Hazel, Gossman, Willford, Mensink. Opposed: none. Motion carried.

10. Consider scheduling special meeting for contact approvals

A request was made to schedule a special board meeting to approve nine new contracts for spring construction for the Field to Stream Phase II project. Board consensus was to schedule the special meeting for Tuesday, March 29<sup>th</sup> at 8:30 a.m. at the SWCD office.

**VII. ACCOUNTS PAYABLE**

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

Serfling asked for a volunteer for the statement opening and check review on Friday, April 1<sup>st</sup>. Willford volunteered.

**VIII. ADDITIONAL SUPERVIORS REPORTS**

Gossman reported his intent to attend/participate in a University of Minnesota Woodland Owners program with a registration cost of \$295.00.

Willford reported on areas of soil erosion that he felt staff should investigate.

**IX. ADJOURNMENT**

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

The meeting was adjourned at 6:34 p.m.

Respectfully Submitted,

Leonard Leutink, Jr.