

**DISTRICT REGULAR BOARD MEETING**

Thursday, November 15, 2018

4:30 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

***Minutes***

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

MEMBERS ABSENT: Brian Hazel.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Duane Bakke (County Commissioner)

Vice-chair Gossman called the meeting to order at 4:40 p.m. A quorum is present.

**I. AGENDA**

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

**II. TREASURER'S REPORT**

Motioned by Tesmer seconded by Pickett to approve the October, 2018 Treasurer's Report, subject to audit. Affirmative: Gossman, 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 – October 11, 2018 Regular Board Meeting Minutes
2. Secretary's Report – October 11, 2018 Special Meeting Minutes
3. Payment of Fillmore SWCD Cover Crop Incentive Program, FY18-02 Chris Schultz, Year 2, 35 acres, in the amount of \$1,400.00
4. Payment of Conservation Assistance Contract FY17-01, Dennis Severson, Grassed Waterway, in the amount of \$1,380.00

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

**IV. REPORTS**

1. Supervisor's activity reports

Willford was not present at this time.

Gossman reported the Friends of the Root River Annual Meeting will be held on November 28<sup>th</sup>. The Board meeting is at 5 pm, meal at 6 pm, and the program at 6:30 pm.

Pickett reported attending a personnel committee meeting and reviewed proposals for the compensation and classification study. The committee chose Springsted Inc.

Tesmer had nothing to report.

2. Staff reports

A written report was included in the board packets.

3. Administrator's report

a. MASWCD State Convention information

Rasmussen has the information for the business meeting at the Convention. If anyone is attending, copies can be made for them.

b. Roadside Management project update

The demo site has been chosen and is near Joel Mielke's driveway on County 17. Three treatments – interseeding, corn gluten and a control, with four replications of each will be done. Prairie Moon is donating enough seed for 2,400 square feet.

c. Minnesota Land Trust Blufflands Easement Program

This is a program for landowner outreach for land without cropping history. The target areas are Spring Valley Creek, Forestville, Choice and Rush Pine. It is a permanent conservation easement targeted toward natural areas which will protect these areas from building houses and removing trees and help to manage the land and enhance the area.

4. NRCS

No one from NRCS was present. A written report was read by Vice-chair Gossman.

5. County

Commissioner Bakke reported that the County budget is good. He will be attending the AMC meeting in three weeks.

Regarding the remaining buffer violation, he will be contacting the landowner to try to get it resolved.

He mentioned that the County Office Building has empty space that he thought would be room enough to house the SWCD.

Willford entered the meeting at 5:04 pm.

**V. OLD BUSINESS**

1. Consider Supplemental Lease Agreement with C&G Properties for SWCD office space in the amount of \$1,675.00 per month for January 1, 2019 to December 31, 2020

Rasmussen stated the building owner had contacted her to change the end date on the supplemental lease agreement to December 31, 2020 so it would align with the FSA lease.

Commissioner Bakke mentioned another office option might be available. Board consensus was to look at the other office space and check the current lease agreement to see what the opt-out option is.

The supplemental lease agreement will be moved to the December meeting.

2. Consider contract amendment with Willis Goll to extend end date to December 31, 2018

Motioned by Willford seconded by Tesmer to approve the contract amendment with Willis Goll to extend the end date to March 29, 2019 with the same terms as before. Affirmative: Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

3. Consider amendment to FSP Conservation Practice Assistance Contract BC16-03 Steve Oian, Grassed Waterway, extending the completion date to June 30, 2019 due to wet conditions

Motioned by Tesmer seconded by Pickett to approve the amendment to FSP Conservation Practice Assistance Contract BC16-03 Steve Oian, Grassed Waterway, extending the completion date to June 30, 2019. Affirmative: Gossman, Pickett, Tesmer, Willford. Opposed: none. Motion carried.

4. Review 2019 Budget

Rasmussen reviewed some of the changes made to the 2019 budget. It will be approved at the December meeting. The budget has a 2% cost of living increase.

5. Consider additional services and costs for Sand Creek Workplace Wellness

Tesmer left the meeting at 5:58 pm.

Rasmussen explained that with receipt of the last invoice from Sand Creek, expenses have exceeded their \$10,000.00 contract. She asked for guidance from the Board on how to handle the overage and the additional services that are scheduled for January, 2019.

The contract listed three phases of services. So far only Phase One has been completed. The Board directed Rasmussen to review the contract with the County Attorney for interpretation of whether all three phases were to be completed within the \$10,000.00 contract. They also asked that she contact the Sand Creek contract signer to get clarification of the contract and deliverables.

The overage will be discussed further at the December meeting.

**VI. NEW BUSINESS**

1. Consider agreement with the SE MN Water Resources Board for the Southeast Volunteer Nitrate Monitoring Network in the amount of \$2,000.00

Motioned by Willford seconded by Pickett to approve the agreement with the SE MN Water Resources Board for the Southeast Volunteer Nitrate Monitoring Network in the amount of \$2,000.00. Affirmative: Gossman, Pickett, Willford. Opposed: none. Motion carried.

2. Consider Conservation Corps Clean Water Funds Crew Labor Application for Japanese Hops treatments

Motioned by Willford seconded by Pickett to approve the Conservation Corps Clean Water Funds Crew Labor application for Japanese hops treatments, as presented. Affirmative: Gossman, Pickett, Willford. Opposed: none. Motion carried.

3. Consider 2019 NACD Dues

Motioned by Willford seconded by Pickett to approve the payment of the 2019 NACD dues in the amount of \$500.00. Affirmative: Gossman, Pickett, Willford. Opposed: none. Motion carried.

4. Consider Conservation Practice Assistance Contract FY18-04, Steve Canterbury, Well Decommissioning, in the amount of \$1,000.00

Motioned by Pickett seconded by ~~Fesmer~~ Willford to approve Conservation Practice Assistance Contract FY18-04, Steve Canterbury, Well Decommissioning, in the amount of \$1,000.00. Affirmative: Gossman, Pickett, Willford. Opposed: none. Motion carried.

5. Discuss Annual Planning Meeting

Board consensus was to schedule the Annual Planning Meeting for Tuesday, January 29, 2019 at 9:00 am at the Conservation Building.

6. Discuss Recognition Luncheon/Meal

The Recognition Luncheon will be held at the Branding Iron on Tuesday, January 29<sup>th</sup> at 11:30 a.m.

Rasmussen asked about including the Volunteer Nitrate Monitoring network participants. Funds are available to cover their meals.

7. Consider Agreement for Organizational Management Consulting Services with Springsted Inc. in the amount of \$6,515.00

Motioned by Pickett seconded by Willford to approve the agreement with Springsted Inc. for Organizational Management Consulting Services in the amount of \$6,515.00. Affirmative: Gossman, Pickett, Willford. Opposed: none. Motion carried.

8. Consider 319 Feedlot VII Grant Cost Share Assistance Contract F7G-03, Jordan Hanson, Stacking Slab/Clean Water Catch, in the amount of \$13,747.70

Motioned by Willford seconded by Pickett to approve the payment of 319 Feedlot VII Grant Cost Share Assistance Contract F7G-03, Jordan Hanson, Stacking Slab/Clean Water Catch, in the amount of \$13,747.70. Affirmative: Gossman, Pickett, Willford. Opposed: none. Motion carried.

Bakke left the meeting at 6:45 pm.

**VII. ACCOUNTS PAYABLE**

Motioned by Willford seconded by Pickett to approve the October, 2018 payables. Affirmative: Gossman, Pickett, Willford. Opposed: none. Motion carried.

Serfling asked for a volunteer for the statement opening and check review on Monday, December 3, 2018. Pickett volunteered.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at 6:53 p.m.

Respectfully Submitted,

Tim Gossman  
Vice Chair