

DISTRICT REGULAR BOARD MEETING

Thursday, October 15, 2020

4:30 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

MINUTES

MEMBERS PRESENT: Kathy Tesmer (via Zoom), Robert Pickett, Travis Willford, Tim Gossman

MEMBERS ABSENT: Brian Hazel

OTHERS PRESENT: Laura Christensen, Sara West, Nikki Wheeler,
Aaren Mathison (via Zoom)

Pickett called the meeting to order at 4:43 p.m. A quorum is present.

I. Approval of Agenda

Motioned by Willford seconded by Gossman to approve the agenda.

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

II. Treasurer's Report

A. Approve treasurer's September 2020 report

Motioned by Tesmer seconded by Willford to approve the September 2020

Treasurer's Report, subject to audit and clarification on the tree budget expenses.

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

B. Approve supervisor vouchers for July – September 2020

Motioned by Willford seconded by Gossman to approve the supervisor's third quarter vouchers for July – September 2020. Affirmative: Willford, Gossman,

Tesmer, Pickett. Opposed: none. Motion carried.

III. Secretary's Report

A. September 17, 2020 Regular Board Meeting Minutes

Motioned by Willford seconded by Gossman to approve the Secretary's report for September 17, 2020 Regular Board Meeting Minutes.

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

IV. Consent Agenda

V. Reports

A. Supervisor activity reports

Gossman – No activity

Hazel – Absent

Pickett – Statement Opening

Tesmer –Tried to attend an RC & D mtg via Zoom but couldn't get into meeting

Willford – No activity

B. Staff reports

A written report was included in the board packets.

C. Administrator's report

1. MDA Noxious Weed Grant

Christensen reported the grant was completed in 2020. All the grant funds were used to remove Japanese Hops along the river banks. She also put in an RFP for an additional \$5,000 for the upcoming 2021 year.

D. NRCS report

A short written report was provided by Bronson.

E. County Report

No report given.

VI. Old Business

A. Consider approval for Board Vice Chair to sign September 11, 2020 Special Board Meeting Minutes

Motioned by Gossman seconded by Willford to approve the Board Vice Chair to sign the September 11, 2020 Special Board Meeting Minutes.

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

B. Consider approval of Secretary's Report from September 11, 2020 Special Board Meeting Minutes

Motioned by Tesmer seconded by Willford to approve the Secretary's Report from September 11, 2020 Special Board Meeting Minutes.

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

VII. New Business

A. Consider 2021 Bacteria Lab Renewal

Motioned by Willford seconded by Tesmer to renew the Minnesota Department of Health License for the upcoming 2021 year. Plans to revisit the licensing before 2022 inspection.

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

B. Consider FY2021 State of Minnesota Board of Water and Soil Resources Clean Water Fund SWCD Local Capacity Services & Buffer Law Implementation Program Grant Agreement in the total amount of \$141,469.00

Motioned by Willford seconded by Gossman to approve the FY2021 State of Minnesota Board of Water and Soil Resources Clean Water Fund SWCD Local Capacity Services & Buffer Law Implementation Program Grant Agreement in the total amount of \$141,469.00. Affirmative: Willford, Gossman, Tesmer, Pickett. Opposed: none. Motion carried.

C. Consider FY2018 State of Minnesota Board of Water and Soil Resources 2018/2019 SWCD Programs and Operations Grants – Fillmore SWCD Grant Amendment, extending 2018 and 2019 State Cost-share Funds to 5/31/2021 and 2018 Local Capacity to 12/31/2021

Motioned by Gossman seconded by Willford to approve the FY2018 State of Minnesota Board of Water and Soil Resources 2018/2019 SWCD Programs and

Operations Grants – Fillmore SWCD Grant Amendment, extending 2018 and 2019 State Cost-share Funds to 5/31/2021 and 2018 Local Capacity to 12/31/2021. Affirmative: Willford, Gossman, Pickett, Tesmer. Opposed: none. Motion carried.

D. Consider revisions to Fillmore SWCD Personnel Policy Handbook section 2.38 Donations of PTO and section 3.1 Working Hours

Motioned by Willford seconded by Tesmer to approve the revisions to the Fillmore SWCD Personnel Policy Handbook sections 2.38 Donations of PTO.

Motion made by Willford and seconded by Tesmer to approve section 3.1 Working Hours. Affirmative: Willford, Gossman, Pickett, Tesmer, Opposed: none. Motion carried.

E. Consider quotes for reviewal/revisions to the Fillmore SWCD Personnel Policy Handbook

Motioned by Tesmer seconded by Gossman to hire Barna, Guzy & Steffen Attorneys at Law to complete the reviewal and revisions to the Fillmore SWCD Personnel Policy Handbook by December 1st, 2020. Affirmative: Gossman, Willford, Tesmer, Pickett

F. Consider revisions to Fillmore SWCD Operation Policy Handbook, Nutrient and Manure Management Assistance section

Motioned by Gossman seconded by Willford to charge for on farm assistance at the same rates currently charged for in office development of a manure management plan. The revisions will be added to Fillmore SWCD Operation Policy Handbook, Nutrient and Manure Management Assistance section. Affirmative: Willford, Tesmer, Gossman, Pickett. Opposed: none. Motion carried.

G. Consider Percent Based Conservation Practice Assistance Contract WS FY19-08 Stacy Dreyer, Well Sealing in the amount of \$1,000.00

Motioned by Gossman seconded by Willford to approve the Percent Based Conservation Practice Assistance Contract WS FY19-08 Stacy Dreyer, Well Sealing in the amount of \$1,000.00. Affirmative: Tesmer, Gossman, Pickett, Willford. Opposed: none. Motion carried.

H. Review MASWCD Resolutions (turn in completed ballots)

Ballots were turned in by supervisors to be compiled onto a master ballot and submitted to MASWCD.

I. Consider approval of technology updates

Laura will look into the local suppliers of computers and report back to the board at the next meeting.

J. Review PEIP Health Insurance renewal information

Christensen presented the PEIP Health Insurance renewal information to the board.

Motion made by Gossman and seconded by Willford to offer comprehensive dental coverage at 50% coverage rate if new employees can not sign up for preventive care dental. Affirmative: Gossman, Willford, Pickett, Tesmer.

Opposed: None. Motion Carried.

K. Consider FY 2021 National Association of Conservation District dues

Motioned by Gossman seconded by Willford to approve payment of FY 2021 National Association of Conservation District dues in the amount of \$500.00.

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

L. Consider amendment to Contract for Temporary Employment for Willis Goll, increasing total hours from 1482 to 1570

Motioned by Gossman seconded by Tesmer to approve amendment to Contract for Temporary Employment for Willis Goll, increasing total hours from 1482 to 1570. Affirmative: Willford, Tesmer, Gossman, Pickett. Opposed: none. Motion carried.

M. Motion to approve Peterson Company as the audit representation. Affirmative: Gossman, Willford, Pickett, Tesmer. Opposed: None. Motion carried.

VIII. Accounts Payable

A. Approve October accounts payable

Motioned by Willford seconded by Gossman to approve the October 2020 accounts payables. Affirmative: Tesmer, Pickett, Gossman, Willford. Opposed: none. Motion carried.

B. Supervisor volunteer for statement opening and check review

Pickett asked for a volunteer for the statement opening and check review on November 2, 2020. Gossman volunteered.

IX. **Adjournment**

Motioned by Willford seconded by Tesmer to adjourn the meeting.

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

The meeting was adjourned at 6:39 p.m.

Meeting was reopened at 6:46 p.m. A quorum is present.

Motion made by Gossman and seconded by Willford to allow Vice Chair to sign the October Treasurer report. Affirmative: Gossman, Willford, Pickett. Opposed: None. Motion carried.

Meeting was adjourned at 6:47 p.m.

Respectfully submitted,

 11-19-20

Travis Willford

Fillmore SWCD Board Secretary

Fillmore Soil & Water Conservation District

900 Washington St. NW, Box A, Preston, Minnesota 55965

Phone: 507-765-3878, Ext. 3; Fax: 507-765-4415

www.fillmoreswcd.org

DISTRICT SPECIAL BOARD MEETING

Thursday, October 22, 2020

8:00 a.m.

SWCD Conservation Building

912 Houston St. NW

Preston, MN 55965

Minutes

MEMBERS PRESENT: Kathryn Tesmer, Robert Picket, Timothy Gossman (virtual)

MEMBERS ABSENT: Brian Hazel, Travis Willford

OTHERS PRESENT: Laura Christensen

Tesmer called the meeting to order at 8:11am. A quorum is present.

I. Approval of Agenda

Motioned by Picket, seconded by Gossman to approve the agenda.

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

II. Consent Agenda

1. Partial payment of Local Capacity Contract LC FY19-01, Paul Graff, Grazing Management in the amount of \$2,886.00

Motioned by Picket, seconded by Gossman to approve the partial payment of Local Capacity Contract LC FY19-01, Paul Graff, Grazing Management in the amount of \$2,866.00.

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

III. New Business

1. Consider approval of District Administrator to reinvest COD#8936 at the approved depository with the highest rate

Motioned by Picket, seconded by Gossman to approve moving \$100,000.00 to the F&M Bank checking account and to reinvestment the remainder of COD#8936 at the approved depository with the highest rate.

Fillmore Soil & Water Conservation District

900 Washington St. NW, Box A, Preston, Minnesota 55965

Phone: 507-765-3878, Ext. 3; Fax: 507-765-4415

www.fillmoreswcd.org

IV. Adjournment

Motioned by Picket, seconded by Gossman to adjourn the meeting.

Affirmative: Tesmer, Picket, Gossman. Opposed: none. Motioned carried.

The meeting was adjourned at 8:15am.

Respectfully Submitted,



Kathryn Tesmer

Fillmore SWCD Board Chair