

## DISTRICT REGULAR BOARD MEETING

Thursday, December 16, 2021

4:30 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

### MINUTES

MEMBERS PRESENT: Kathy Tesmer, Travis Willford, Eunice Biel, Tim Gossman

MEMBERS ABSENT: Dwayne Ostrem

OTHERS PRESENT: Laura Christensen (Zoom), Mindy Williamson, Duane Bakke, Anne Koliha

Vice Chair Gossman called the meeting to order at 4:43 P.M. A quorum is present.

#### **I. Approval of Agenda**

Motioned by Tesmer seconded by Biel to approve the agenda.

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

#### **II. Treasurer's Report**

##### **1. Approve November 2021 Treasurer's Report**

Motioned by Tesmer seconded by Biel to approve the November 2021

Treasurer's report, subject to audit. Affirmative: Biel, Tesmer,

Gossman. Opposed: none. Motion carried.

#### **III. Consent Agenda**

##### **1. Secretary's Report November 18, 2021 Regular Board Meeting Minutes**

Motioned by Tesmer seconded by Biel to approve the Secretary's Report  
November 18, 2021 Regular Board Meeting Minutes.

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

##### **2. Payment of contract DWP-WS-21-14 John Ackerman, Well Sealing, in the amount of \$1,500.00 utilizing Drinking Water Protection in SE MN funds.** Motioned by Tesmer seconded by Biel to approve payment of

contract DWP-WS-21-14 John Ackerman. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried

3. Payment of contract DWP-WS-21-15 John Ackerman, Well Sealing, in the amount of \$1,500.00 utilizing Drinking Water Protection in SE MN funds. Motioned by Tesmer seconded by Biel to approve payment of contract DWP-WS-21-15 John Ackerman. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried
4. Payment of contract DW-20-02 James Vagts, Cover Crops, in the amount of \$900.00 utilizing the Drinking Water Protection in SE MN funds. Motioned by Tesmer seconded by Biel to approve payment of contract DW-20-02 James Vagts. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried
5. Payment of contract DW-21-05 Chris Nelson, Cover Crops, in the amount of \$900.00 utilizing the Drinking Water Protection in SE MN funds. Motioned by Tesmer seconded by Biel to approve payment of contract DW-21-05 Chris Nelson. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried
6. Payment of Contract DW-21-03 Travis Gatzke, Cover Crops, in the amount of \$641.40 utilizing the Drinking Water Protection in SE MN funds. Motioned by Tesmer seconded by Biel to approve payment of contract DW-21-03, Travis Gatzke. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried.
7. Payment of Contract DW-21-04 Robert Nelson, Cover Crops, in the amount of \$900.00 utilizing the Drinking Water Protection in SE MN funds. Motioned by Tesmer seconded by Biel to approve payment of contract DW-21-04 Robert Nelson. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried
8. Payment of Contract LC FY19-01 Paul Graff, Grazing, in the amount of \$415.38 utilizing the Local Capacity FY 2019 funds. Motioned by Tesmer seconded by Biel to approve payment of contract LC FY-19-01 Paul Graff. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried
9. Payment of Contract LC FY18-10 Steve McCallson, Grade Stabilization, in the amount of \$8,060.33 utilizing \$1,922.02 of the Local Capacity FY 2018 funds and \$6138.31 of FY2021 State Cost Share Funds. Motioned by Tesmer seconded by Biel to approve payment of contract LC FY18-10

Steve McCallson. Affirmative: Biel, Tesmer, Gossman. Opposed: none.  
Motion carried

10. Final Payments of Drinking Water Protection in SE MN grant incentive contracts:

<i>Nathan Bernau</i>	<i>DWPG-CP-2020-08</i>	<i>\$800.00</i>
<i>Ray Keller</i>	<i>DWPG-CP-2020-09</i>	<i>\$150.00</i>
<i>David Pierson</i>	<i>DWPG-CP-2020-11</i>	<i>\$500.00</i>
<i>Rachel Walkis</i>	<i>DWPG-CP-2020-12</i>	<i>\$150.00</i>
<i>Joe Daley</i>	<i>DWPG-CP-2020-14</i>	<i>\$1,000.00</i>
<i>Patrick Daley</i>	<i>DWPG-CP-2020-15</i>	<i>\$1,000.00</i>
<i>Dan Daley</i>	<i>DWPG-CP-2020-16</i>	<i>\$1,000.00</i>

Motioned by Tesmer seconded by Biel to approve Final Payments of BWSR Drinking Water Protection in SE MN grant incentive contracts.

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

11. Partial Payments of Drinking Water Protection in SE MN grant incentive contracts:

<i>Jordan Redalen</i>	<i>DWPG-2021-17</i>	<i>\$1,000.00</i>
<i>Judd Redalan</i>	<i>DWPG-2021-18</i>	<i>\$1,000.00</i>
<i>Gary Redalen</i>	<i>DWPG-2021-19</i>	<i>\$1,000.00</i>
<i>Shane Bunne</i>	<i>DWPG-2021-21</i>	<i>\$1,000.00</i>

Motioned by Tesmer seconded by Biel to approve Partial Payments of BWSR Drinking Water Protection in SE MN grant incentive contracts.

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

12. Consider payment of Contract LC FY19-04, Glen A Sveen Revocable Trust-Jamie Sveen, in the amount of \$14,297.20 utilizing \$14,015.61 from the FY2019 Local Capacity funds and \$281.59 from FY2020 State Cost Share funds. Motioned by Tesmer seconded by Biel to approve payment of contract LC FY19-04, Glen A Sveen Revocable Trust-Jamie

Sveen, in the amount of \$14,297.20. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried

13. Consider Final Payments of Drinking Water Protection in SE MN grant for Nitrogen Timing Plot.

<i>Rockne West</i>	<i>DWPG-CP-2020-01</i>	<i>\$800.00</i>
<i>Glen Groth</i>	<i>DWPG-CP-2020-04</i>	<i>\$800.0</i>
<i>Rick Ruberg</i>	<i>DWPG-CP-2020-06</i>	<i>\$800.00</i>

Motioned by Tesmer seconded by Biel to approve final payments of Drinking Water Protection in SE MN grant for Nitrogen Timing Plot. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried

14. Payment of Contract DWP-WS-21-06, Vernon Diederich, Well Sealing, in the amount of \$1500.00 utilizing the Drinking Water Protection in SE MN funds. Motioned by Tesmer seconded by Biel to approve Payment of Contract DWP-WS-21-06, Vernon Diederich. Affirmative: Gossman, Biel, Tesmer. Opposed: none. Motion carried

4:47 P.M. Willford Enters

**IV. Reports**

1. Supervisor's Activity Reports

Willford – Check Detail, Applicant Review & Ranking, Personnel Meeting

Tesmer – RC&D Meeting, MASWCD Convention, Applicant Review

Gossman- Applicant Review & Ranking, Personnel Meeting

Ostrem – Absent

Biel – MASWCD Conference, RC&D Meeting

2. Staff Reports

A written report was included in the board packets.

A. Discuss damage at Conservation Building. Motioned by Gossman seconded by Willford to approve up to \$1500.00 to remove a large Cottonwood tree that fell. Affirmative: Gossman, Biel, Willford, Tesmer. Opposed: none. Motion carried

3 Administrator's Report

Nothing to report.

4 NRCS Report

Unfunded Cooperative Agreement.

5 County Report

SSTS training will be expedited. A motion on Climate Change was defeated as it did not specify what it would be used for. Will pass the 2022 County Budget next week.

**V. Old Business**

1. Consider sealed bids for District vehicle

Motioned by Tesmer and seconded by Biel to accept a bid in the amount of \$875.00. Affirmative: Gossman, Biel, Willford, Tesmer. Opposed: none. Motion carried

2. Consider District vehicle schedule

Motioned by Tesmer and seconded by Gossman to replace the 2013 Chevy Impala with a full-size SUV. Affirmative: Gossman, Willford, Biel, Tesmer. Opposed: none. Motion carried

3. Discuss Annual Planning Meeting Arrangements

Discussion

4. Review 2020 Financials & Projections

Financials reviewed with Laura Christensen.

5:40 P.M. Bakke Exits

**V1. New Business**

1. Consider Unfunded Cooperative Agreement between the Fillmore Soil & Water Conservation District and the Natural Resource Conservation Service. Motioned by Tesmer seconded by Biel to accept the Unfunded

Cooperative Agreement between the Fillmore Soil & Water Conservation District and the Natural Resource Conservation Service. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.

2. Consider use of Conservation Building Property for a CWD check-station December 17-20, 2021 and December 31, 2021 – January 3, 2022. Motioned by Gossman seconded by Tesmer to approve use of Conservation Building Property for a CWD check-station December 17-20, 2021 and December 31, 2021 – January 3, 2022. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
3. Approval of Cost-of-Living Budget. Motioned by Tesmer seconded by Gossman to approve a 2.5% COLA increase. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
4. Consider 2022 Fillmore SWCD Budget. Motioned by Tesmer seconded by Biel to approve the 2022 Fillmore SWCD budget. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
5. Consider Contract DWP-WS-21-02 Amendment, Choice Hill Farm LLC, Well Sealing, extending the install deadline from 12/31/2021 to 6/30/2022. Motioned by Tesmer seconded by Biel to approve Contract DWP-WS-21-02 Amendment, Choice Hill Farm LLC, Well Sealing, extending the install deadline from 12/31/2021 to 6/30/2022. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
6. Consider Contract WB22-01, Craig Henry, Farmstead Windbreak in the amount of \$468.00. Motioned by Gossman seconded by Tesmer to approve Contract WB22-01, Craig Henry, Farmstead Windbreak. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
7. Consider Contract WB22-02, Craig Henry, Farmstead Windbreak in the amount of \$360.00. Motioned by Tesmer seconded by Biel to approve Contract WB22-02, Craig Henry, Farmstead Windbreak. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
8. Consider Contract DWP-WS-21-01 Amendment, Jason Rudlong, Well Sealing, extending the deadline from 12/31/2021 to 6/30/2022. Motioned by Gossman seconded by Tesmer to approve the Amendment to contract DWP-WS-21-

01 Jason Rudlong. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.

9. Consider Contract RR1W1P 20-04 Amendment, Scott Merkel, increasing the contract amount from \$2,572.20 to \$4,221.64 for a Grassed Waterway. Motioned by Tesmer seconded by Gossman to approve the Amendment to contract RR1W1P 20-04 Scott Merkel. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
10. Consider Payment of Contract RR1W1P 20-04 Scott Merkel, Grassed Waterway, in the amount of \$4,221.64 utilizing the RR1W1P 2020-2021 Funds. Motioned by Tesmer seconded by Gossman to approve payment of contract RR1W1P 20-04 Scott Merkel. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
11. Consider Contract DWP-WS-21-16 Amendment, Darrell McCabe, Well Sealing, extending the deadline from 12/31/2021 to 6/30/2022. Motioned by Gossman seconded by Tesmer to approve Contract DWP-WS-21-16 Amendment, Darrell McCabe. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
12. Consider Cost Share Contract FY21-01, Don Wilson, Well Sealing in the amount of \$1,000.00 utilizing FY21 State Cost Share funds. Motioned by Biel seconded by Gossman to approve Cost Share Contract FY21-01, Don Wilson, Well Sealing in the amount of \$1,000.00. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
13. Consider Financial Report for the Drinking Water Protection in SE MN grant. Motioned by Willford seconded by Tesmer to accept the financial report for the Drinking Water Protection in SE MN grant. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
14. Consider Wabasha County SWCD Minnesota Agricultural Water Quality Certification Program to Request Payment for Technical Assistance and Promotion in the amount of \$2,500.00. Motioned by Tesmer seconded by Gossman to approve the Wabasha County SWCD Minnesota Agricultural Water Quality Certification Program Request for Technical Assistance and Promotion in the amount of \$2,500.00. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.
15. Consider contract DWP-WS-21-11 Amendment, David Boland, Well Sealing, extending the deadline from 12/31/2021 to 6/30/2022.

Motioned by Tesmer seconded by Gossman to approve the amendment to contract DWP-WS-21-11 David Boland. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.

**V11. Accounts Payable**

1. Approve December 2021 accounts payable

Motioned by Tesmer seconded by Gossman to approve the July 2021 payables. Affirmative: Willford, Biel, Gossman, Tesmer. Opposed: none. Motion carried.

2. Supervisor volunteer for statement opening and check review

Willford asked for a volunteer for the statement opening and check review on Wednesday January 3, 2022. Biel volunteered.

3. Check Authorization

Motion by Gossman seconded by Biel to have the Board authorize signature on all checks in absence of the District Administrator and until a new Administrator is hired. Affirmative: Gossman, Tesmer, Biel, Willford. Opposed: none. Motion carried.

**VIII. Adjournment**

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

The meeting was adjourned at 6:30 P.M.

Respectfully Submitted,

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Kathryn Tesmer,  
Fillmore SWCD Board Secretary