
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 REGULAR BOARD MEETING

Thursday, November 17, 2022

5:00 p.m.

Conservation Building

912 Houston Street

Preston, MN 55965

Agenda

- I. Approval of Agenda
- II. Treasurer's Report
 1. Approve October 2022 treasurer's report
- III. Consent Agenda
 1. Secretary's Report – October 20, 2022 Regular Meeting Minutes
 2. Consider partial payment of contract DW-21-06, McKinnen Gartner, cover crops in the amount of \$900.00 utilizing Drinking Water Protection in SE MN grant funds.
 3. Consider payment of contract DWPG-2022-01, Van Larson, Nitrogen Rate Plot, in the amount of \$400.00 utilizing Drinking Water Protection in SE MN grant funds.
 4. Consider payment of contract DWPG-22-02, Tony Kjos, Nitrogen Rate Plot, in the amount of \$400.00 utilizing Drinking Water Protection in SE MN grant funds.
 5. Consider payment of contract DWP-WS-21-05, Maureen Bournier, Well Sealing, in the amount of \$1500.00 utilizing Drinking Water Protection in SE MN grant funds.
 6. Consider payment of contract DWPG-2022-03, Rockne West, Nitrogen Rate and Timing Trial Plot, in the amount of \$800.00 utilizing Drinking Water Protection in SE MN grant funds.
- IV. Reports
 1. Supervisor activity report
 2. Staff reports
 3. Administrator's report
 - a. Vehicle Concerns
 4. NRCS report
 5. County Report
- V. Old Business

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1. Discussion on adding accountant.

VI. New Business

1. Consider approval of audit and journal entries for FY 2021 from Peterson Company.
2. Consider approval for staff & Conservationist of the Year to attend the 2022 MASWCD Convention.
3. Consider amendment to the Local Capacity FY 2019 grant extending it until May 1, 2023.
4. Consider contract DWP-22-03, Kevin Voigt, well sealing in the amount of \$1500.00 utilizing the Drinking Water Protection in SE MN grant funds.
5. Consider adding Riley Buley to the Corporate Resolution form.
6. Consider removing Mindy Williamson from the Corporate Resolution form
7. Consider cancellation of contract FY20-01, Joel Bicknese, pre-construction cover in the amount of \$3547.20.
8. Consider application to Clean Water Funding to receive a conservation corps intern for 3-6 months for data collection, outreach, and management of projects (100% funded by CWF; Due December 15th).

VII. Accounts Payable

1. Approve November accounts payable
2. Supervisor volunteer for statement opening and check review

VIII. Adjournment

Upcoming Events and Meetings

Veteran's Day – Office Closed	November 11, 2022
Regular District Board Meeting (5pm)	November 17, 2022
Thanksgiving Day – Office Closed	November 24, 2022
Regular District Board Meeting (5pm)	December 15, 2022
BALMM Meeting	December 21, 2022
Christmas Day Holiday Observed – Office Closed	December 26, 2022

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MINUTES

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

MEMBERS ABSENT:

OTHERS PRESENT: Duane Bakke, Riley Buley, Nikki Wheeler, Mindy Williamson

Chair Gossman called the meeting to order at 5:05P.M. A quorum is present.

I. Approval of Agenda

Motioned by Willford seconded by Ostrem to approve the agenda.

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

II. Treasurer's Report

1. Approve October 2022 treasurer's report

Motioned by Tesmer seconded by Biel to approve the August 2022 Treasurer's report, subject to audit. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem.

Opposed: none. Motion carried.

III. Consent Agenda

1. Secretary's Report – October 20, 2022 Regular Meeting Minutes

2. Consider partial payment of contract DW-21-06, McKinnen Gartner, cover crops in the amount of \$900.00 utilizing Drinking Water Protection in SE MN grant funds.

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3. Consider payment of contract DWPG-2022-01, Van Larson, Nitrogen Rate Plot, in the amount of \$400.00 utilizing Drinking Water Protection in SE MN grant funds.
4. Consider payment of contract DWPG-22-02, Tony Kjos, Nitrogen Rate Plot, in the amount of \$400.00 utilizing Drinking Water Protection in SE MN grant funds.
5. Consider payment of contract DWP-WS-21-05, Maureen Bourner, Well Sealing, in the amount of \$1500.00 utilizing Drinking Water Protection in SE MN grant funds.
6. Consider payment of contract DWPG-2022-03, Rockne West, Nitrogen Rate and Timing Trial Plot, in the amount of \$800.00 utilizing Drinking Water Protection in SE MN grant funds.

Motioned by Ostrem seconded by Willford to approve the consent agenda.

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

IV. Reports

1. Supervisor Activity Reports

Willford – Regular board meeting.

Tesmer – JPB personnel meeting; regular board meeting.

Gossman – Regular board meeting.

Ostrem – Making final arrangements to have Jody Dejon-Hughes as a presenter at First State Bank on January 12th, 2023 - at Five Wynds.

Biel – Bank statement opening in November.

2. Staff reports

A written report was included in the board packets.

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3. Administrator's report

a. Vehicle Concerns

Staff will do vehicle research on SUV replacement of Impala first, then once replaced, replace the 2013 Silverado. Open to using local car dealerships for purchase.

4. NRCS report

Nothing to report.

5. County Report

Dallas Dornink is working through training; annual Minnesota Association of Counties meeting are coming up.

V. Old Business

1. Discussion on adding accountant.

No interest in posting. Interest in direct pursuit of local accounting firms. Riley will check with the County on payroll options; if the County cannot do SWCD payroll, Riley will look into accounting firms and get back with the Board on options.

VI. New Business

1. Consider approval of audit and journal entries for FY 2021 from Peterson Company.

Motioned by Ostrem seconded by Tesmer to approve audit and journal entries for FY 2021 from Peterson Company. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

2. Consider approval for staff & Conservationist of the Year to attend the 2022 MASWCD Convention.

Motioned by Tesmer seconded by Willford to approve staff, board, and Conservationist of the Year to attend the 2022 MASWCD Convention. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

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3. Consider amendment to the Local Capacity FY 2019 grant extending it until May 1, 2023.
Motioned by Tesmer seconded by Biel to approve amendment to the Local Capacity FY 2019 grant extending until May 1, 2023. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

4. Consider contract DWP-22-03, Kevin Voigt, well sealing in the amount of \$1500.00 utilizing the Drinking Water Protection in SE MN grant funds.
Motioned by Ostrem seconded by Tesmer to approve contract DWP-22-03, Kevin Voigt, well sealing in the amount of \$1500.00, utilizing the Drinking Water Protection in SE MN grant funds. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

5. Consider adding Riley Buley to the Corporate Resolution form.
Motioned by Willford seconded by Tesmer to add Riley Buley to the Corporate Resolution form. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

6. Consider removing Mindy Williamson from the Corporate Resolution form
No action taken.

7. Consider cancellation of contract FY20-01, Joel Bicknese, pre-construction cover in the amount of \$3547.20.
Motioned by Willford seconded by Tesmer to cancel contract FY20-01, Joel Bicknese, pre-construction cover in the amount of \$3547.20. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

8. Consider application to Clean Water Funding to receive a conservation corps intern for 3-6 months for data collection, outreach, and facilitation of projects (100% funded by CWF; Due December 15th).
Motioned by Tesmer seconded by Biel to apply for CWF to receive a Conservation Corps intern for 3-6 months for data collection, outreach, and facilitation of projects. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

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9. Discussed cell phone stipend and insurance options.

10. Discussed Supervisor replacement for District 1.

VII. Accounts Payable

1. Approve November accounts payable

Motioned by Tesmer seconded by Willford to approve the November 2022 payables. Affirmative: Biel, Tesmer, Gossman, Willford, Ostrem. Opposed: none. Motion carried.

2. Supervisor volunteer for statement opening and check review

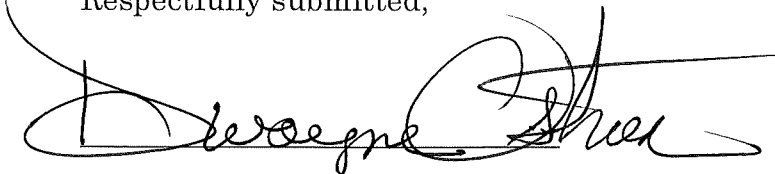
Chair Gossman asked for a volunteer for the statement opening and check review on Thursday, December 1, 2022. Ostrem volunteered.

VIII. Adjournment

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

The meeting was adjourned at 06:39 P.M.

Respectfully submitted,



Dwayne Ostrem,
Fillmore SWCD Board Secretary

