
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

Minutes

DISTRICT REGULAR BOARD MEETING

Thursday, October 19, 2023

5:00 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

Members Present: Kathy Tesmer, Travis Willford, Eunice Biel, Jason Wetzel, Tim Gossman

Others Present: Riley Buley, Denice Corbin, Dave Copeland

Tesmer called meeting to order at 5:03 pm.

I. Approval of Agenda

Gossman motioned to approve the meeting agenda. Seconded by Willford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

Willford made a motion to add Administrative Assistant position to New Business. Wetzel seconded the motion.

II. Treasurer's Report

1. Approve September 2023 SWCD Treasurer's Report.

| 2020-2021 - Root River 1W1P - C20-9174 | | | |
|---|-----------------|----------------------|---------------------------|
| Payments | Terms | Received | Grant Terms |
| \$ 734,798.00 | 50% | 03-19-2020 | Executed 03-16-2020 |
| \$ 587,838.00 | 40% | 05-05-2022 | |
| \$ 146,959.00 | 10% | | Expires 12-31-2023 |
| Grant Total | Deposits | Disbursements | Grant Cash Balance |
| \$ 1,469,595.00 | \$ 1,322,636.00 | \$1,423,793.78 | \$ -101,157.70 |

Gossman motioned to approve the Treasurer's Report. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

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2. Approve Root River 1W1P Treasurer's Report.

| 2022-2023 - Root River 1W1P - C22-0480 | | | | |
|---|-----------------|----------------------|-------------------|---------------------------|
| Payments | Terms | Received | | Grant Terms |
| \$ 734,798.00 | 50% | 05-26-2022 | | Executed 05-20-2022 |
| \$ 587,838.00 | 40% | | | |
| \$ 146,959.00 | 10% | | | Expires 12-31-2024 |
| Grant Total | Deposits | Disbursements | Encumbered | Grant Cash Balance |
| \$ 1,469,595.00 | \$ 734,798.00 | \$ 314,708.93 | \$ 70,577.89 | \$ 349,511.18 |

Willford motioned to approve the RR1W1P Treasurer's Report. Seconded by Wetzel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

III. Consent Agenda

1. Secretary's Report – September, 2023 Board Meeting Minutes.
2. Consider approval of contract RR1W1P 22-07, Elijah Miller, Root River One Watershed One Plan Funding, Cover Crop, in the amount of \$7974.00.
3. Consider approval of contract RR1W1P 22-05, Isaac Miller, Root River One Watershed One Plan Funding, Cover Crop, in the amount of \$9408.00.
4. Consider approval of contract RR1W1P 22-04, Dan Miller, Root River One Watershed One Plan Funding, Cover Crop, in the amount of \$15,000.00.
5. Approval of cancellation of contract FY21-02, Brian Fingerson, State Cost Share Funds, Well Decommissioning, in the amount of \$1000.00.
6. Consider Final payment of contract RR1W1P CI 22-03, Carter Lee, Root River One Watershed One Plan Funding, Well Installation, in the amount of \$19,990.95.
7. Consider approval of contract RR1W1P CI 22-02, Christopher Yule, Root River One Watershed One Plan Funding, Grade Stabilization and Grassed Waterway, in the amount of \$29,760.83.

Wetzel motioned to approve the Consent Agenda. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

IV. Reports

1. Supervisor Activity Report

Biel: Regular monthly meeting.

Gossman: Regular monthly meeting.

Tesmer: Statement Opening and Check Review; Personnel Meeting; Regular monthly meeting.

Willford: Regular monthly meeting; Personnel Meeting.

Wetzel: Regular monthly meeting.

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2. Staff Reports

Paper report provided.

3. Administrator's Report

- i. Discuss Well Sampling Event Sponsorship
- ii. Building Updates
- iii. Discuss administrative assistant position
- iv. Discuss Root River updates
- v. Cover Crop policy
- vi. Career Ladder discussion

4. NRCS Report

None.

5. County Report

None.

6. BWSR Report

Bielke has taken temp position as BWSR clean water specialist. Copeland has taken over Bielke's position.

V. Old Business

1. Recommendations for Outstanding Conservationist, Paul Graff/Graff Family Farms.
Discussed.

VI. New Business

1. Verify employee health insurance and consider request for addition of vision insurance for staff members.
Gossman motioned to apply same contribution to HSA account. Seconded by Biel. Motioned died for lack of vote; put on next month's agenda, after research on past history, for further discussion.
Gossman motioned to approve vision coverage for all employees starting January 1, 2024. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
2. Approve the use of Microsoft Teams and Phone for district operations.
Wetzel motioned to approve the use of Microsoft Teams and Phone for district operations. Seconded by Willford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
3. Approve the Temporary Telework Agreement during Winter Weather.
Gossman motioned to approve Temporary Telework Agreement during Winter Weather. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
4. Approve Staff attendance to BWSR Academy and the MASWCD Annual Convention.

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Gossman motioned to approve staff attendance at BWSR Academy and the MASWCD Annual Convention. Seconded by Willford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

5. Approve credit card charge to Minnesota Department of Health in the amount of no more than \$1,050.00 for Water Quality Laboratory accreditation program.
Willford motioned to approve credit card charge to Minnesota Department of Health in the amount of no more than \$1,050.00 for Water Quality Laboratory accreditation program. Seconded by Gossman. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
6. Approve Q3 2023 Supervisor per diem and mileage.
Biel motioned to approve Q3 2023 Supervisor per diem and mileage. Seconded by Willford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
7. Discuss future Supervisor per diem payment method.
Discussion.
8. Discuss MDA 2-year contract position for a SE MN Nutrient Management Tech.
Discussion.
9. Consider amendment and payment to contract RR1W1P 20-08, Grover Land, Inc., Root River One Watershed One Plan Funding, to increase cost-share from \$39,822.20 to \$49,705.39 for a total increase of \$9883.00 due to MiEnergy bill and fence bill coming in higher than estimate.
Gossman motioned to approve amendment and payment to contract RR1W1P 20-08, Grover Land, Inc., Root River One Watershed One Plan Funding, to increase cost-share from \$39,822.20 to \$49,705.39 for a total increase of \$9883.00 due to MiEnergy bill and fence bill coming in higher than estimate. Seconded by Willford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
10. Discuss Fillmore SWCD's membership to NACD.
Willford motioned to approve renewal of Fillmore SWCD's NACD membership with payment the same as was done in 2022. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
11. Motion to allow Winona County to buy out Administrative Assistant's contract and have Fillmore County hire full-time.
Willford motioned to approve Winona County to buy out Administrative Assistant contract and have Administrative Assistant be employed full-time with Fillmore SWCD effective November 1, 2023. Seconded by Tesmer. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

VII. Accounts Payable

1. Approve September Accounts Payable.
Willford motioned to approve September Accounts Payable. Seconded by Gossman. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

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2. Supervisor volunteer for statement opening and check review.

Wetzel volunteered for statement opening duty on November 3.

VIII. Adjournment

Wetzel motioned to adjourn. Seconded by Gossman. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.

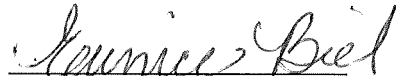
Meeting adjourned at 6:57 pm.

Upcoming Events and Meetings

Statement Opening and Check Review

November 3, 2023

Respectfully Submitted



Eunice Biel