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## 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, September 21, 2023

5:00 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

### *Agenda*

I. Approval of Agenda

II. Treasurer's Report

1. Approve August 2023 SWCD Treasurer's Report
2. Approve Root River 1W1P 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 | \$1,404,935.76 | \$ --82,299.76      |

| 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 | \$ 271,308.95 | \$ 70,577.89 | \$ 392,911.16       |

III. Consent Agenda

1. Secretary's Report – August, 2023 Board Meeting Minutes.
2. Secretary's Report – August 25<sup>th</sup> Special Board Meeting Minutes.
3. Approve final payment to contract FY21-03, Katie and Nathan Drewitz, in the amount of \$1,500, Well Sealing using 2020 State Cost-Share funds.

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4. Approve payment to Labtopia Solutions for the Fillmore SWCD Bacteria Laboratory Recertification in the amount of \$2,507.60.
5. *Consider partial payment to contract RRIWIP CI 22-03, Carter Lee, Grazing Management Plan, in the amount of \$15,284.2 using 20-21 RRIWIP funds and partial payment in the amount of \$20,638.58 using 22-23 RRIWIP funds.*
6. *Consider 2020-2021 RRIWIP payables:*
  - i. *Fillmore SWCD in the amount of \$15,284.27;*
  - ii. *Root River SWCD in the amount of \$8,501.08.*
7. *Consider 2022-2023 RRIWIP payables:*
  - i. *Fillmore SWCD in the amount of \$20,638.58;*
  - ii. *Root River SWCD in the amount of \$11,095.00.*

### **IV. Reports**

1. Public Comment – Amy and/or Aaron Bishop, MNWOO Nitrate Sampling Clinic
2. Supervisor Activity Report
3. Staff Reports
  - i. Nikki Water Quality Lab Report
4. Administrator's Report
  - i. Building updates
  - ii. Emergency Sick and Safe Time (Benefit) update
5. NRCS Report
6. County Report
7. BWSR Report

### **V. Old Business**

1. Recommendations for Outstanding Conservationist, Paul Graff.

### **VI. New Business**

1. Revise PTO Policy in Employee Handbook to include information related to the Employee Sick and Safe Time Law, effective January 1<sup>st</sup>, 2024.
2. Recommend staff 23041 for step increase to Grade 6 Step 5 starting on September 16, 2023.
3. Consider the application to the Conservation Corps Clean Water Funding for a 3 – 6 month individual placement intern.
4. Consider the application to the Minnesota Department of Ag. for the control of Invasive Knotweed near Lanesboro Maple Creek.
5. Approve close out of the 2022 Local Water Management Grant.
6. Approve Grant Contract Agreement, Environmental and Natural Resources Trust Fund, Brightsdale Dam Channel Restoration, \$1,004,000.
7. Approve Contractor G<sup>3</sup> (G-Cubed), Chatfield, for RFP bid recipient for the Brightsdale Dam Channel Restoration.
8. Consider the use of Microsoft 365 and Microsoft phone for future district operations.

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### **VII. Accounts Payable**

1. Approve August Accounts Payable.
2. Supervisor volunteer for statement opening and check review.

### **VIII. Adjournment**

#### Upcoming Events and Meetings

6<sup>th</sup> Grade Conservation Day – Forestville  
Statement Opening and Check Review  
2023 BWSR Academy - Brainerd

September 21, 2023  
October xxx, 2023  
October 24-26