
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, September 21, 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

Members Absent:

Others Present: Riley Buley, Amy Bishop, Aaron Bishop, Nikki Wheeler

Tesmer called meeting to order at 4:59 pm.

I Approval of Agenda

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

II Treasurer's Report

1. Approve August 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	\$ 1,404,935.76	\$ -82,299.76

Willford motioned to approve the Treasurer's Report. Seconded by Gossman.

Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

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

The mission of the Fillmore Soil and Water Conservation District is to promote natural resource stewardship by providing educational, technical and financial assistance.

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

III Consent Agenda

1. Secretary's Report – August, 2023 Board Meeting Minutes.
2. Secretary's Report – August 25th 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.
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 RR1W1P CI 22-03, Carter Lee, Grazing Management Plan, in the amount of \$15,284.2 using 20-21 RR1W1P funds and partial payment in the amount of \$20,638.58 using 22-23 RR1W1P funds.
6. Consider 2020-2021 RR1W1P 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 RR1W1P payables:
 - i. Fillmore SWCD in the amount of \$20,638.58;
 - ii. Root River SWCD in the amount of \$11,095.00.

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

IV Reports

1. Public Comment – Amy and Aaron Bishop, MNWOO Nitrate Sampling Clinic
 - i. January 13th, 2024 free Nitrate Screening Clinic for Private Well Users at Fillmore Central Elementary School in Preston, MN.

Gossman motioned to approve support of nitrate clinic. Seconded by Willford.

Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

2. Supervisor Activity Report

Biel: Regular Board meeting.
Gossman: Regular Board meeting; Special Board meeting.
Tesmer: Regular Board meeting; Special Board meeting; State Resolution Committee Meeting; MASWCD.
Willford: Regular Board meeting; Statement Opening and Check Review.
Wetzel: Regular Board meeting; Special Board meeting.
3. Staff Reports
 - i. Paper report provided.
 - ii. Nikki Water Quality Laboratory Report.
4. Administrator's Report
 - i. Building updates.

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- ii. Emergency Sick and Safe Time (Benefit) update.
 - 5. NRCS Report
 - i. Paper report provided.
 - 6. County Report
None.
 - 7. BWSR Report
None.
- V Old Business
- 1. Recommendations for Outstanding Conservationist.
Discussed.
- VI New Business
- 1. Revise PTO Policy in Employee Handbook to include information related to the Employee Sick and Safe Time Law, effective January 1st, 2024.
Gossman motioned to approve revision to PTO Policy in Employee Handbook to include information related to the Employee Sick and Safe Time Law, effective January 1, 2024. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
 - 2. Recommend staff 23041 for step increase to Grade 6 Step 5 starting on September 16, 2023.
Gossman motioned to approve step increase to Grade 6 Step 5 for staff 23041 starting September 16, 2023. Seconded by Willford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
 - 3. Consider the application to the Conservation Corps Clean Water Funding for a 3 – 6-month individual placement intern.
Biel motioned to approve application to the Conservation Corps Clean Water Funding for a 3 – 6-month individual placement intern. Seconded by Wetzel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
 - 4. Consider the application to the Minnesota Department of Ag. for the control of Invasive Knotweed needs of Lanesboro Maple Creek.
Gossman motioned to approve the application to the Minnesota Department of Ag for the control of Invasive Knotweed needs of Lanesboro Maple Creek. Seconded by Willford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.
 - 5. Approve close out of the 2022 Local Water Management Grant.
Willford motioned to approve the close out of the 2022 Local Water Management Grant. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

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6. Approve Grant Contract Agreement, Environmental and Natural Resources Trust Fund, Brightsdale Dam Channel Restoration, \$1,004,000.

Willford motioned to approve the Grant Contract Agreement, Environmental and Natural Resources Trust Fund, Brightsdale Dam Channel Restoration, \$1,004,000. Seconded by Wetzel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

7. Approve Contractor G³ (G-Cubed), Chatfield, for RFP bid recipient for the Brightsdale Dam Channel Restoration.

Biel motioned to approve Contractor G³ (G-Cubed), Chatfield, for RFP bid recipient for the Brightsdale Dam Channel Restoration. Seconded by Wetzel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.

8. Consider the use of Microsoft 365 and Microsoft phone for future district operations.
Discussed.

VII Accounts Payable

1. Approve August Accounts Payable.

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

2. Supervisor volunteer for statement opening and check review.

Tesmer volunteered for statement opening duty on October 2nd/3rd.

VIII Adjournment

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

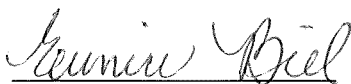
Meeting adjourned at 6:14 pm.

Upcoming Events and Meetings

Statement Opening and Check Review

October 2nd/3rd, 2023

Respectfully Submitted



Eunice Biel