

## **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, December 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**

**Others Present: Riley Buley, Dave Copeland**

**Tesmer called meeting to order at 5:03 pm.**

#### *Agenda*

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

**Travis motioned the approval of the meeting agenda. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.**

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

##### **1. Approve November 2023 Treasurer's Report**

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

##### **2. Approve November 2023 Root River RRIWIP Treasurer's Report.**

<b>2020-2021 - Root River 1W1P - C20-9174</b>			
<b>Payments</b>	<b>Terms</b>	<b>Received</b>	<b>Grant Terms</b>
\$ 734,798.00	50%	03-19-2020	Executed 03-16-2020
\$ 587,838.00	40%	05-05-2022	
\$ 146,959.00	10%	Currently Audited	Expires 12-31-2023
<b>Grant Total</b>	<b>Deposits</b>	<b>Disbursements</b>	<b>Grant Cash Balance</b>
\$ 1,469,595.00	\$ 1,322,636.00	\$1,466,207.85	\$ -143,571.85

<b>2022-2023 - Root River 1W1P - C22-0480</b>				
<b>Payments</b>	<b>Terms</b>	<b>Received</b>		<b>Grant Terms</b>
\$ 734,798.00	50%	05-26-2022		Executed 05-20-2022
\$ 587,838.00	40%			
\$ 146,959.00	10%			Expires 12-31-2024

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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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<b>Grant Total</b>	<b>Deposits</b>	<b>Disbursements</b>	<b>Encumbered</b>	<b>Grant Cash Balance</b>
\$ 1,469,595.00	\$ 734,798.00	\$ 457,396.38	\$ 29,760.83	\$ 247,640.79

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

### **III. Consent Agenda**

1. Secretary's Report – November 2023 Board Meeting Minutes
2. Consider partial payment to contract RR1W1P 22-04, Dan Miller, Cover Crop, in the amount of \$5,000 using Root River One Watershed One Plan Funding.
3. Consider Partial Payment to contract RR1W1P 22-05, Isaac Miller, Cover Crop, in the amount of \$2,126.80 using Root River One Watershed One Plan Funding.
4. Consider Partial Payment to contract RR1W1P 22-07, Elijah Miller, Cover Crop, in the amount of \$2,658.00 using Root River One Watershed One Plan Funding.
5. Consider Partial Payment to contract RR1W1P 22-01, Grover Farm Corp, Cover Crop, in the amount of \$1,745.00 using Root River One Watershed One Plan Funding.
6. Consider Final payment to contract FY20-03, Mark Bauman, Grade Stabilization, in the amount of \$8,212.50 using State Cost Share funding.
7. Consider final payment to contract SH23-01, Paul Graff, Grazing, in the amount of \$15,976.66 using Soil Health Cost Share and Root River One Watershed One Plan Funding.
8. *Consider 2020-2021 RR1W1P payables:*
  - i. *Olmstead SWCD in the amount of \$21,829.07*
9. *Consider 2022-2023 RR1W1P payables:*
  - i. *Fillmore SWCD in the amount of \$73,109.79;*
  - ii. *Root River SWCD in the amount of \$34,164.00;*
  - iii. *Olmstead SWCD in the amount of \$24,017.83*

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

### **IV. Reports**

1. Supervisor activity report

**Wetzel-** Annual meeting x3, monthly meeting, Friends of the Root River x2.  
**Willford-** Regular meeting, personnel meeting, grant meeting.  
**Tesmer-** Regular meeting, JPB meeting personnel, annual meeting x3, personnel meeting, RR1W1P meeting.  
**Gossman-** Regular meeting, Friends of the RR meeting x2, check review.  
**Biel-** Regular meeting, annual meeting x2.
2. Staff reports

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### **Paper report provided.**

3. Administrator's report
  - a. Building Updates
  - b. RR1W1P Midyear assessment one year report.
  - c. Admin Assistant Updates
  - d. Building RFP update
  - e. *BWSR Audit of the RR1W1P.*

### **Administrator provided report.**

4. NRCS report  
**None.**
5. County Report  
**None.**

## **V. Old Business**

1. Consider implementation of Career Ladder consultant findings.

### **Wetzel motioned to implement the following:**

- **Change staff member #23043 to Grade 12 Step 3. Effective immediately.**
- **Change staff member #23002 to Grade 7 Step 6. Effective first full pay period of 2024.**
- **Change staff member #23019 to Grade 7 Step 6. Effective first full pay period of 2024.**

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

2. Consider 2024 COLA

**Gossman motioned to a 3% COLA effective the first full pay period of 2024. Seconded by Biel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.**

## **VI. New Business**

1. Consider Annual Planning Meeting and Recognition Luncheon.

### **Discussed**

2. Consider 2024 Budget.

### **Discussed**

3. Consider Amendment to contract RR1W1P 20-07, Francis White, grade stabilization structure, to 12/31/24 due to dry soil conditions delaying the project.

**Gossman motioned amend contract, seconded by Wilford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.**

4. Consider funding of the 2024 MDA Noxious Weed Grant, in the amount of \$15,000.

**Gossman motioned approve contract, seconded by Wilford. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.**

5. Discuss Soil Health Supplemental Staffing Grants and the Alliance for Advance Climate-Smart Agriculture Pilot Program.

### **Discussed.**

6. *Approve DNR Lease in Conservation Building*



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*Willford, seconded by Wetzel. All in favor.*

**Willford motioned to approve amended DNR Lease, seconded by Wetzel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.**

*7. Discuss Admin Assistant*

**Willford motioned to approve hiring of Administrative Assistant at the personnel committee's recommendation of a Grade 3 Step 2, if not candidates come forward by 12/22/23. Seconded by Wetzel. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.**

### **VII. Accounts Payable**

#### **1. Approve November Accounts Payable**

**Willford motioned to approve accounts payable. Seconded by Gossman. Affirmative: Tesmer, Willford, Biel, Wetzel, Gossman. Opposed: None. Motioned carried.:**

#### **2. Supervisor volunteer for statement opening and check review**

- **Statement volunteer by Tesmer for January.**
- **Statement volunteer by Wilford for February.**

### **VIII. Adjournment**

- **Willford motioned to adjourn. Seconded by Wetzel. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.**
- **Meeting adjourned at 7:00 pm.**

### **Upcoming Events and Meetings**

MASWCD Annual Convention

December 11-13, 2023

BALMM Meeting

December 20, 2023

Regular District Board Meeting

December 21, 2023

Christmas Day – Office Closed

December 25, 2023

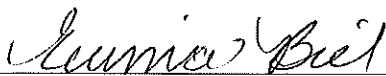
New Years Day – Office Closed

January 1, 2024

Martin Luther King Day – Office Closed

January 15, 2024

Respectfully,

  
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Eunice Biel

