
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, August 17th, 2023

5:00 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

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

Members Absent:

Others Present: Riley Buley, Duane Bakke, Denice Corbin

Willford called meeting to order at 5:03 pm.

I. Approval of Agenda

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

II. Treasurer's Report

1. Approve July 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	\$ 1,376,371.41	\$ -53,735.41

Wetzel motioned to approve the Treasurer's Report. Seconded by Gossman. Affirmative: 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

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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\$ 1,469,595.00	\$ 734,798.00	\$ 234,160.81	\$ 70,577.89	\$ 430,059.30
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Gossman motioned to approve the RR1W1P Treasurer's Report. Seconded by Wetzel.

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

III. Consent Agenda

1. Secretary's Report – July, 2023 Board Meeting Minutes.

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

IV. Reports

1. Supervisor Activity Report

Biel: Regular Board Meeting, statement opening.

Gossman: Regular Board Meeting, Prairie Walk, Forestry Field Day.

Tesmer: Not present to report.

Willford: Regular Board meeting.

Wetzel: Regular Board meeting, Forestry Field Day.

2. Staff Reports

Paper report provided.

3. Administrator's Report

- i. LCCMR Project Update

- ii. 2024 Budget Outlook

4. NRCS Report

None.

5. County Report

None.

6. BWSR Report

None.

V. Old Business

1. Recommendations for Outstanding Conservationist.

Discussed.

Tesmer joined meeting virtually at 5:30 pm.

VI. New Business

1. Recommend staff 23033 for step increase to Grade 4 Step 6 starting on August 1, 2023.

Biel motioned to approve step increase to Grade 4 Step 6 for staff 23033 starting August 1, 2023. Seconded by Wetzel. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.

2. Discuss need to add back sick time into Personnel Policy Handbook; other changes to benefits from recent MN legislation.

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Discussed.

3. Approve adding Denice to F&M Bank, Merchants Bank and Rushford State Bank accounts. **Tesmer motioned to approve adding Denice to F&M Bank, Merchants Bank and Rushford State Bank accounts. Seconded by Biel. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.**
4. Approve adding Denice to F&M Bank Digitoken app. **Gossman motioned to approve adding Denice to F&M Bank Digitoken app. Seconded by Biel. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.**
5. Approve Riley Buley as Administrator on the Records and Retention Policy, along with approval for Denice to throw away program papers. **Tesmer motioned to approve Riley Buley as administrator on the Records and Retention Policy, along with approval for Denice to throw away program papers. Seconded by Gossman. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.**
6. Consider purchasing two phones from Verizon, not to exceed \$800 per phone, for Riley and Denice, to get into office accounts. **Tesmer motioned to approve purchasing two phones from Verizon, not to exceed \$800 per phone, for Riley and Denice, to get into office accounts. Seconded by Biel. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.**
7. Discuss updates to RR1W1P budget and TSA meeting. **Discussed.**
8. Building discussion updates. **Discussed.**
9. *Discuss the use of Special District Project Funds, not to exceed \$10,000, to be used for moving of District offices, including staff time, moving equipment, and shredding services.* **Gossman motioned to approve the use of Special District Funds, not to exceed \$5,000.00, to be used for moving of District offices, including staff time, moving equipment, and shredding services. Seconded by Willford. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None. Motioned carried.**
10. *Consider Amendment and partial payment to contract of RR1W1P CI 22-03, Carter Lee, Fence Installation, from \$4,379 to \$11,374.60 using RR1W1P funds.* **Discussed.**

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11. *Consider final payment to contract RR1W1P FY20-10, Larry Sample, in the amount of \$4,779.00, using RR1W1P funds.*

Tesmer motioned to approve final payment to contract RR1W1P FY20-10, for grassed waterway for Larry Sample, in the amount of \$4,779.00 using RR1W1P funds.

Seconded by Gossman. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel.

Opposed: None. Motioned carried.

12. *Consider contract FY21-03, Katie Drewitz, Well Decommissioning, with the amount not to exceed \$1,500, utilizing State Cost-Share funds.*

Tesmer motioned to approve contract FY21-03, Katie Drewitz, Well Decommissioning, with the amount not to exceed \$1,500, utilizing State Cost-Share funds. Seconded by Gossman. Affirmative: Willford, Tesmer, Biel, Gossman, Wetzel. Opposed: None.

Motioned carried.

VII. Accounts Payable

1. Approve July Accounts Payable.

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

2. Supervisor volunteer for statement opening and check review.

Willford volunteered for statement opening duty on September 1st.

VIII. Adjournment

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

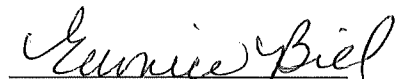
Meeting adjourned at 7:22 pm

Upcoming Events and Meetings

Statement Opening and Check Review

September 1st, 2023

Respectfully Submitted



Eunice Biel

<https://us02web.zoom.us/j/87456432937?pwd=Yy93MU51VmpoUVk3cmpkc3Y1WXh3Zz09>