

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, January 19, 2023

9:00 A.M. (Following Annual Plan meeting 8:30am)

Conservation Building

912 Houston Street

Preston, MN 55965

Agenda

I. Approval of Agenda

II. Treasurer's Report

1. Approve December 2022 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	\$ 1,251,904.13	\$ 70,731.87

2020-2021 - Root River 1W1P - C20-9174			
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	Grant Cash Balance
\$ 1,469,595.00	\$ 734,798.00	\$ 68,682.41	\$ 666,115.59

III. Consent Agenda

1. Secretary's Report – December 15h, 2022 Regular meeting Minutes.
2. Consider final payment of contract DW-21-04, Robert Nelson, Cover Crops, in the amount of \$1,800 utilizing Drinking Water Protection in SE MN grant funds.
3. Consider final payment of contract DW-21-05, Chris Nelson, Cover Crops, in the amount of \$1,800 utilizing Drinking Water Protection in SE MN grant funds.

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4. Consider payment of \$6,522.44 to Mower SWCD for Field to Stream work completed 01/01/2022-06/30/2022.
5. Consider payment of \$6,431.71 to Mower SWCD for Field to Stream work completed 07/01/2022-12/31/2022.
6. Consider payment of \$100 to Phil Kruegel for Field to Stream work completed November, 2022.
7. Consider payment of \$300 to Mark Sikkink for use of mobile picnic tables during Field to Stream Landowner Appreciation Cookouts.
8. Consider remittance payment of \$24 to Letitia Kopper for overpayment on trees.
9. Root River: Consider Root River 1W1P 2020-2021 Payables:
 - a. Mower SWCD in the amount of \$3,605.00
 - b. Fillmore SWCD in the amount of \$39,061.00
 - c. Root River SWCD in the amount of \$38,009.78
10. Root River: Consider Root River 1W1P 2022-2023 Payables:
 - a. TSA 7 SE JPB in the amount of \$29,283.71
 - b. Fillmore SWCD in the amount of \$22,769.29
 - c. Root River SWCD in the amount of \$16,623.18
11. *Consider amendment to utilizing RR1W1P CI 22-01, Gerald Peter, cost share increase of \$3,610.8 utilizing RR1W1P CI 22-23 funds. Approve final payment of \$14,626.84*

IV. Reports

1. Supervisor Activity Report
2. Staff Reports
3. Administrator's Report
 - a. FY2023 Budget
 - b. Grant submission recap.
4. NRCS Report
5. County Report

V. Old Business

1. December Accounts Payable
2. Consider approval of \$6522.44, to Mower SWCD, for services provided to the MDA FSP grant.
3. *Consider correction to December meeting minutes on partial payment of contract RR1W1P-22-01, Grover Farm Corp, Cover Crops 2022, from \$5234 to \$1745 utilizing Root River 1 Watershed 1 Plan grant funds.*
4. Consider amendment to contract DW-21-03, Travis Gatzke, Cover Crops.
5. Consider Vehicle Bids to replace '13 Chevy Impala.

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VI. New Business

1. Consider criteria for supervisor per diem allowance
2. Approve 2022 supervisor's vouchers
3. Election of officers
4. Appointment of committees
5. Set board meeting dates and times
6. Set per diem and mileage rates
7. Selection of District depositories
2022 depositories: Security, State Bank, Wykoff; First Southeast Bank, Canton and Harmony; Bank of the West, Mabel; First State Bank, Fountain; Home Federal Savings Bank, Spring Valley; First State Bank Minnesota, Spring Valley; Root River State Bank, Chatfield; Security State Bank, Spring Valley; Merchants Bank, Lanesboro and Rushford; Rushford State Bank, Rushford; and F & M Community Bank, Preston
8. Consider use of Quickbook's time tracking for \$62/month.
9. Consider continuation of SWCD Returning College Student Scholarship of \$500.
10. Consider approval of Heneke Business Consulting, Payroll Consultant, for ACH access on F&M Checking Account.
11. Consider payment of MASWCD annual dues in the amount of \$6244.3.
12. Consider payment of Midwest Forage Association annual dues in the amount of \$40.00.
13. Consider payment of SE SWCD Technical Support JPB in the amount of \$3,000.00.
14. Consider payment of Envirothon Annual Dues in the amount of \$175.00.
15. Consider continuation of SWCD Scholarship of \$500.
16. Consider stipend for use of personal staff cell phones in place of 2nd work phone.
17. Consider bid for 2021 Fillmore SWCD Financial Audit in the amount of \$3,975-\$4,500.
18. Consider Final Financial Report for the 2022 – Local Capacity Services (Fillmore SWCD P22-6102) grant.
19. Consider new addition of Plat Books.
20. Consider the hiring of an Administrative Assistant split between Fillmore & Winona SWCD.
21. Consider continuation and funding of District Windbreak program.
22. Consider rezoning of SWCD Supervisor District areas. **Note also put on Annual Planning Agenda*
23. Consider Resolution to MASWCD pertaining to expanding Conservation Corps crews for private landowners and invasive [plant] species management
24. Consider approval of contract for services between Houston Engineering Inc. and Fillmore SWCD for services provided by Houston Engineering Inc. for the Five-Year Assessment of the Root River Watershed One Watershed, One Plan, contingent on the Root River 1W1P Policy Committee approval on January 30th, 2023.
25. *Consider Final Financial Report for the 2022 – Wetland Conservation Act - NRBG (Fillmore County) grant.*

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VII. Accounts Payable

1. Approve December accounts payable
2. Supervisor volunteer for statement opening and check review

VIII. Adjournment

Upcoming Events and Meetings

New Year's Observed – Office Closed	January 2, 2023
Martin Luther King, Jr. Day – Office Closed	January 16, 2023
Annual Planning Meeting	January 19, 2023
Recognition Luncheon at Branding Iron	January 19, 2023
Statement Opening and Check Review	February ?, 2023
Fillmore SWCD FCJ Newspaper Insert Published	February 2, 2023
Presidents' Day – Office Closed	February 20, 2023