

**FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT  
FARIBAULT COUNTY AG CENTER  
VIA SWCD OFFICE & TELECONFERENCE  
BLUE EARTH, MN 56013  
REGULAR BOARD MEETING MINUTES  
APRIL 8, 2020**

**Chairman Bell called the Regular Board Meeting to order at 8:35 a.m.**

**SUPERVISORS PRESENT:**

CHAIRMAN – JEFF BELL  
VICE-CHAIRMAN – RANDY FEIST  
TREASURER – DAVE MATHEWS  
SECRETARY – NEAL MENSING  
P/R – BILL ANDERSON

**SUPERVISORS ABSENT:**

NONE

**STAFF & OTHERS PRESENT:**

Nate Carr, Amy Huber, Shane Johnson, Merissa Lore, Dustin Anderson, Michele Stindtman, and Jill Sackett-Eberhart.

**I. APPROVALS**

**1. APPROVAL OF AGENDA/ADDITIONS**

Motion by Mensing to approve the Agenda. Seconded by Feist. Motion carried.

**2. APPROVAL OF MINUTES**

Motion by Feist to approve the minutes of the March 11, 2020 SWCD Board meeting. Seconded by Mathews. Motion carried.

**3. TREASURER'S REPORT**

Motion by Mensing to accept the Treasurer's Report as presented and to file it subject to audit. Seconded by Mathews. Motion carried.

**4. PAYMENT OF BILLS**

Motion by Feist to pay all outstanding bills. Seconded by Mensing. Motion carried.

**5. TRANSFER OF FUNDS TO PAY BILLS**

Motion by Feist to approve the Transfer of Funds in the amount of \$65,000.00 from Savings to Checking to pay the bills. Seconded by Mathews. Motion carried.

**II. OLD BUSINESS**

**1. GRIEVANCES/OTHER – None**

**III. NEW BUSINESS –**

**1. NRCS/FSA –** Nicki was not present, but submitted a written report to the board with FSA updates along with CRP, SHIPP, and WHIP Fact sheets.

**2. COST-SHARE CONTRACT/VOUCHER SPREADSHEET**

Shane Johnson and Nate Carr briefed the Board on the Cost-Share Requests.

**ENCUMBERING –**

Motion by Mensing to approve the Cost Share Encumbering Requests as presented for a total of \$24,922.50. Seconded by Feist. Motion carried.

**VOUCHER PAYMENTS –**

None this month.

The complete and detailed list of Encumbering requests are attached to the official minutes and are available in the SWCD office.

**PROJECT LOG –**

No update this month.

**3. GRANT(s) UPDATE/OTHER –**

Michele mentioned that Paul from the MPCA said there might be a date extension from August 2020 to 2021 on the LeSueur 319 grant due to the Coronavirus, but is not sure yet. She also mentioned that all state agencies are working – is still getting E-link emails from BWSR and said that she has submitted the MDM grant workplan.

The Program Administrator mentioned that Haley, the Waseca County Water Resources Specialist, is coordinating the LeSueur 1W1P and will be submitting a MOU and Resolution that every County and SWCD in the LeSueur 1W1P will need to review and approve at the May meeting. The Waseca SWCD would be the fiscal agent.

**4. STAFF PROGRAM UPDATES –**

**COVID-19 Update:** The Program Administrator reviewed the District’s COVID-19 Contingency Plan that was revised on 3/27/20. The plan remains in effect throughout the Governor’s Orders and/or until the Board Chair amends, revises, or eliminates it in accordance to local, state, and federal regulations.

**5. SUPERVISOR UPDATES -**

Most meetings have been canceled due to the Coronavirus, however the Program Administrator mentioned she will now need to Chair the GBERBA Technical meetings because Heidi, the current Chair person, left. The GBERBA Technical meeting will be held via tele-conference.

A list of upcoming meetings Board members could consider attending was reviewed:

April 10 GBERBA Executive Mtg., via Teleconference (Neal)

**IV. MISCELLANEOUS**

**1. Review/Approve the 319 Grant Subcontract with the County**

The Program Administrator said she spoke with Kathryn, the County Attorney yesterday, 4/7/20 to review the proposed Subcontract with the County.

## **2. MDM Agreement with the County**

The Program Administrator discussed her communication with BWSR personnel in regard to whether an MDM agreement was necessary.

Merissa Lore and Dusty Anderson met in regard to their questions and concerns with cost-share projects and the Subcontract.

Jill Sackett-Eberhart, Board Conservationist from BWSR, provided guidance on the subject to the Board and staff. She reiterated to the staff to review the GAM, which lays out the payment process as well as other details. Jill also explained that BWSR staff are all still working during this COVID-19 pandemic, but many of them are working from home during this time.

Board Chairman Bell requested copies of correspondence from BWSR that relate to the Brush Creek 319 and MDM Grant issues and reminded everyone that this is a team effort.

## **3. May Board Meeting**

The next regular Board meeting will be held on Wednesday, May 13, 2020, 8:30 a.m., in the Ag Center Conference Room and or via Teleconference.

## **V. MEETINGS/EVENTS/TRAININGS FOR STAFF -**

Motion by Mensing to approve attendance to the following:

- |          |   |
|----------|---|
| April 3  | COVID 19 Business Relief Webinar – Amy                |
| April 7  | Beacon Webinar – Amy                                  |
| April 10 | GBERBA Executive Meeting via Teleconference – Michele |
| April 14 | Tree Delivery at Fairgrounds – Amy, Nate, Shane       |

Seconded by Feist. Motion carried.

## **VI. ADJOURNMENT –**

Motion by Anderson to adjourn the meeting. Seconded by Mensing. Motion carried.

Chairman Bell adjourned the meeting at 10:28 a.m.

*The complete and full minutes are available at the SWCD Office.*