

**FARIBAULT COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARIBAULT COUNTY AG. CENTER
415 SOUTH GROVE ST., SUITE 8
BLUE EARTH, MN 56013
BOARD MEETING MINUTES
AUGUST 8, 2018**

1. MEETING WAS CALLED TO ORDER BY CHAIRMAN NEAL MENSING AT 8:30 AM.

2. SUPERVISORS PRESENT:

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

3. STAFF PRESENT:

PROGRAM ADMINISTRATOR – MICHELE STINDTMAN
ADMINISTRATIVE ASSISTANT – LINDA BERNDT
OTHER STAFF as NECESSARY

I. APPROVALS

1. APPROVAL OF AGENDA

Motion by Anderson to approve the Agenda with the addition Administrative Assistant Applicants added to Miscellaneous. Second by Mathews.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

2. APPROVAL OF MINUTES

Motion by Feist to approve the minutes of the July 11, 2018 SWCD Board Meeting. Second by Mathews.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

3. TREASURER'S REPORT

Motion by Feist to accept the Treasurer's Report as presented and to file it subject to audit. Second by Mathews.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

4. PAYMENT OF BILLS

Motion by Anderson to pay all outstanding bills. Second by Mathews.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

5. TRANSFER OF FUNDS

Motion by Mathews to approve the transfer of \$20,000.00 from the district savings account to the district checking account. Second by Feist.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

II. OLD BUSINESS

1. GRIEVANCES – None

III. NEW BUSINESS

1. NRCS –

Updates/Reports: Personnel Changes; CSP, CRP; EQIP; and RCCP.

FSA – Nicki

Updates/Reports: Disaster Assistance – Emergency Conservation Program (ECP); Market Facilitation Program (MFP); and CRP.

2. COST-SHARE CONTRACT and VOUCHER SPREADSHEET ENCUMBERING –

Motion by Mathews to approve Encumbering the list attached to August 2018 SWCD Minutes. Second by Feist.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

VOUCHER PAYMENTS –

Motion by Mathews to approve the Payments (from Vouchers) on the list attached to August 2018 SWCD Minutes. Second by Feist.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

3. GRANTS UPDATE GRANTS –

Existing –

CWF Grant – Michele S.

The close out of the CWF Accelerated Implementation Grant 2015 – Winnebago/MN Lake/Blue Earth Small Scale Watershed Planning was discussed.

Motion by Mathews to return \$9,960.65 to BWSR to close out the CWF Accelerated Implementation Grant 2015. Second by Feist.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

Future –

MPCA 319 Small Watershed Focus – Michele S and Staff

A phone interview with the MPCA staff and the SWCD/Drainage staff took place on July 27th. There was discussion on the Pilot Watershed Brush Creek Grant and the next steps that would be taken if the proposal was going to move on to the next phase which would include a person to person meeting. Discussion was held.

4. PROGRAM UPDATES – Michele S.

County Budget Proposal –

The County Budget Proposal has been submitted. A copy of the Budget Proposal was distributed.

Shane

CREP – An update was given.

Wetland Conservation Act –

An update was given on the WCA Tech. Panel meeting held on August 2nd regarding the Loren Benz Project in Pilot Grove Township.

SUPERVISOR/OTHER UPDATE – None

III. MISCELLANEOUS

1. September Board Meeting - The September Board Meeting is scheduled to be held on Wednesday, September 12, 2018, 8:30 AM in the SWCD office.

2.Outstanding Conservationist – Discussion was held on naming our Outstanding Conservationist for the MASWCD Convention. Final decision will be made at the September meeting.

3.Personnel Policy – Michele S.

There are several Items that need to be added or amended to the Employee Policy and Operational Manual to cover the Health Insurance, VEBA/HAS, and other pertinent information.

Motion by Feist to approve the changes to our Personnel Policy. Second by Mathews.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

4.Administrative Assistant Applicants

We received thirteen applicants for the position. After completing the internal ranking process, 5 applicants will be interviewed.

The Interview Review Committee will be Supervisors Feist and Mensing with Bell as an Alternate, Michele S., Brandee and Loria. Interviews will be held on the mornings of Wednesday, August 15th and Thursday, August 16th. Upon completion of the interviews, if the committee concludes that a second interview is not necessary, and the selected applicant accepts the position, there will not be a special board meeting, and the final hiring will be done at the September regular board meeting.

5.Accept Resignation of Michele Wigern

Motion by Feist to accept the resignation of Michele Wigern from the Nonpoint Pollution Specialist position effective on August 9, 2018. Second by Mathews.

An Exit Interview will be conducted at the end of the meeting.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

IV. UPCOMING MEETINGS

Motion by Anderson to approve attendance to the following meetings:

August 10	GBERBA Exec., Mankato – Neal
August 13	Soil Health Team, Here – Nate
	PC/BOA, Ag. Center – Linda
August 16	TAP, St. Paul – Chad
August 22	GBERBA Tech., Mankato –
August 27	BECE, Extension Mtg. Room – Michele
September 11	HSD, Winnebago – Chad
	PC/BOA, Ag. Center –

Second by Feist.

ANDERSON – Yes, FEIST – Yes, MATHEWS – Yes

MOTION CARRIED

Exit Interview – Michele Wigern

Adjournment –

Motion by Feist to adjourn the meeting. Second by Mathews.

ANDERSON – Yes, FEIST – Yes, MATHEWS - Yes

MOTION CARRIED

Chairman Mensing adjourned the meeting at 11:24 AM.

SWCD BOARD MEETING COST SHARE ENCUMBERING AND/OR PAYMENT REQUEST

Board Meeting Date	8/8/18
--------------------	--------

Board Chair Signature _____

[illegible]