

**FARIBAULT COUNTY SOIL & WATER CONSERVATION DISTRICT
FARIBAULT COUNTY AG CENTER
EXTENSION CONFERENCE ROOM
BLUE EARTH, MN 56013**

**Regular Board Meeting Minutes
August 11th, 2021**

Chairman Bell called the Regular Board Meeting to order at 8:31 a.m.

SUPERVISORS PRESENT:

Jeff Bell
Randy Feist
Dave Mathews
Neal Mensing
Bill Anderson

SUPERVISORS ABSENT:

None

STAFF & OTHERS PRESENT:

Shane Johnson, Nate Carr, Hadley Mensing, Nicki Miranowski – FSA, Myles Elsen – NRCS, and Bass Lake Coalition: Mark Hanson, Doug Krueger, Mike Jaeger, Tim Kelly.

I. APPROVALS

1. APPROVAL OF AGENDA/ADDITIONS (noted in red)

Motion by Anderson to approve the Agenda. Seconded by Feist.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

2. APPROVAL OF MINUTES

Motion by Mathews to approve the Minutes from the July 14, 2021, SWCD Regular Board Meeting.

Seconded by Mensing.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

Motion by Feist to approve the Minutes from the July 27, 2021, SWCD Special Board Meeting. Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

3. TREASURER'S REPORT

Motion by Feist to Table the Treasurer's Report to the August 23rd, 2021, SWCD Special Board Meeting.

Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

4. PAYMENT OF BILLS

Motion by Anderson to pay all outstanding bills. Seconded by Feist.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

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5. SPECIAL TRANSFER OF FUNDS

Motion by Mensing to approve the Special Transfer of Funds in the amount of \$10,000.00 on July 30th, 2021. Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

6. TRANSFER OF FUNDS TO PAY BILLS

Motion by Feist to approve the Transfer of Funds in the amount of \$41,000.00 from Savings to Checking to pay the bills. Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

II. OLD BUSINESS

1. GRIEVANCES/OTHER – None

III. NEW BUSINESS

1. FSA UPDATE, NRCS UPDATE, DRAINAGE UPDATE & **BASS LAKE UPDATE –**

-**Nicki** – Gave an FSA Update

-**Myles** – Gave a NRCS Update

-**Nate** – Gave an Update for the Drainage Department

-**Mark, Doug, Mike, & Tim** – Discussed with the Board the issues with Bass Lake, and how they can partner with the SWCD to continue making progress.

2. COST SHARE CONTRACT / VOUCHER SPREADSHEET

A. Encumbering – Shane and Hadley briefed the Board on the Cost Share Requests

Motion by Mathews to approve the Cost Share Encumbering Requests as presented for a total of \$15,650.00. Seconded by Mensing.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

B. Voucher Payments – Shane and Nate briefed the Board on the Cost Share Payments.

Motion by Mensing to approve the Cost Share Payments as presented for a total of \$2,963.65.

Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, and Mensing. Board member Anderson abstained.

Voting against – None. Motion Carried.

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

3. STAFF PROGRAM & GRANT UPDATES – Including Policy Updates, Contract Approval, etc.

A. Future Grants – No Update

B. Current Grants – CREP Update

Shane and Nate gave a CREP Update. Nate mentioned the CREP funding ran out the end of June. He said the SWCD is waiting to hear if they got approved for the next funding period.

4. BOARD SUPERVISOR UPDATES

A. Supervisor Updates from Trainings / Meetings / Other

Board member Feist gave a 1W1P Meeting update on the July 23rd in-person meeting.

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B. Meetings / Trainings / Events for Supervisors

Motion by Anderson to approve attendance to the following:

August 27th 1W1P (Randy)

Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

IV. MISCELLANEOUS

1. Staff Reports (Chad, Shane, Nate, Hadley)

SWCD staff gave project and job updates to the Board. Staff member Chad Viland was unable to attend.

2. Budget Discussion

Nate briefed the Board on the 2022 Budget with the County and the 2022 SWCD Budget.

Motion by Anderson to accept the 2022 SWCD Budget. Seconded by Feist.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

3. Employee Evaluations

Motion by Feist to accept the updated Employee Evaluation form. Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

4. Personal Review Discussion (Hadley's Probationary Period)

Motion by Anderson to end Hadley's Probationary Period. Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, and Anderson. Board member Mensing abstained.

Voting against – None. Motion Carried.

5. SWCD Per Diem Rate

Motion by Feist to accept the updated SWCD Supervisor Per Diem Rate Maximum of \$125.00 per day. Effective October 1, 2021. Seconded by Anderson.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion carried.

6. Archive Social

Nate described to the Board what Archive Social was and the services it had to offer. No action was taken. A decision was made to start developing a SWCD Social Media Policy.

7. Positions Descriptions – Shane & Nate

Motion by Anderson to change Shane and Nate's position descriptions to "Co Program Administrator."

Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

8. August Special Board Meeting – Monday, August 23, 2021 – 8:30a.m. – Ag Ctr, SWCD Conference Room

Motion by Mensing to approve the August 23, 2021, Special Board Meeting. Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, and Mensing.

Voting against – Anderson. Motion Carried.

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9. September Board Meeting – Wednesday, September 8, 2021 – 8:30 a.m., Ag Ctr, Conference Room

V. MEETINGS / EVENTS / TRAININGS FOR STAFF

Motion by Mensing to approve attendance to the following:

| | |
|---------------------------|----------------------------------------------------|
| August 10 th | 1W1P Steering Team – Nate |
| August 16 th | Windbreak Planning Considerations, Online – Hadley |
| August 26 th | CD64, Bricelyn, 9:00 a.m. – Shane |
| September 8 th | Huntley Sewer District – Chad |

Seconded by Feist.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

VI. ADJOURNMENT

Motion by Anderson to adjourn the meeting. Seconded by Mathews.

Voting unanimously in favor by were: Feist, Mathews, Mensing, and Anderson.

Voting against – None. Motion Carried.

Chairman bell adjourned the meeting at 12:07 p.m.