

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

**Regular Board Meeting Minutes
December 15, 2023**

Chairman Feist called the Regular Board Meeting to order at 8:30 a.m.

SUPERVISORS PRESENT:

Randy Feist
Michael Humburg
Bill Anderson
Neal Mensing
Jeff Bell

SUPERVISORS ABSENT:

None.

STAFF & OTHERS PRESENT:

Shane Johnson, Nate Carr, Hadley Mensing – SWCD Staff | Dustin Anderson – Drainage

I. APPROVALS

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

Motion by Bell to approve the agenda with the addition of item I.6 Personnel Meeting (Closed).

Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

2. APPROVAL OF NOVEMBER 8, 2023, REGULAR BOARD MEETING MINUTES (Action Item)

Motion by Bell to approve the November 8, 2023, Regular Board Meeting Minutes with the change.

Seconded by Anderson.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

3. APPROVE TREASURER’S REPORT (Action Item)

Motion by Anderson to approve the November 2023 Treasurer’s Report as presented and to file it subject to audit. Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

4. PAYMENT OF BILLS (Action Item)

Motion by Bell to pay all outstanding bills. Seconded by Humburg.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

5. TRANSFER OF FUNDS TO PAY BILLS (Action Item)

Motion by Mensing to approve the Transfer of Funds in the amount of \$185,000.00 from Savings to Checking to pay the bills. Seconded by Humburg.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

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6. Personnel Meeting (Closed)

Regular Board Meeting closed at 8:49 a.m. for SWCD Personnel meeting.
Personnel Meeting closed, and Regular Board Meeting reopened at 9:32 a.m.

II. OLD BUSINESS

- 1. Grievances / Other** (Discussion Item) – None.

III. NEW BUSINESS

1. FSA, NRCS & Drainage Updates

- FSA - No update.
- NRCS – Written report.
- Drainage – Dustin A gave a Drainage Dept. update.

2. COST SHARE CONTRACT / VOUCHER SPREADSHEET

- A. Encumbering** (Action Item) – Hadley updated the Board on the Cost Share Cancellation Requests.
Motion by Mensing to approve the Cost Share Requests as presented for a total of \$6,710.00.
Seconded by Anderson.
Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.
Voting against – None. Motion Carried.
- B. Voucher Payments** (Action Item)– Shane, Nate and Hadley went over the Cost Share Payments.
Motion by Bell to approve the Cost Share Payments as presented for a total of \$176,571.96.
Seconded by Humburg.
Voting unanimously in favor by were: Anderson, Bell, and Humburg. Mensing abstained.
Voting against – None. Motion Carried.

The complete and detailed list of Encumbering and Payment requests are attached to the Official Minutes and are available in the SWCD office.

3. STAFF PROGRAM & GRANT UPDATES – Includes Policy Updates, Contract Approvals, etc.

- A. FY-24 & FY-25 Conservation Contracts Program** (Discussion Item)
Shane and Nate mentioned there will be more eligible projects through this program. However, they must meet NRCS specs.
- B. Future Grants – MDM Grant** (Discussion Item)
Nate mentioned that a potential project in Faribault County is not eligible through this MDM Grant.

4. BOARD SUPERVISOR UPDATES

- A. Supervisor Updates from Meetings | Trainings | Events**
- Randy gave a 1W1P meeting update from November 15, 2023.
 - Neal gave a GBERBA Policy/Tech meeting update from November 17, 2023.
 - Bill gave an Area 6 Supervisors Meeting update from November 28, 2023.
 - Jeff & Neal gave a Blue Earth 1W1P meeting update from November 29, 2023.
 - Randy gave a MASWCD Annual Convention update from December 12-13, 2023.

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B. Upcoming Meetings | Trainings | Events for Supervisors (Action Item)

Motion by Anderson to approve attendance to the following:

December 18th Blue Earth, 1W1P, Policy Meeting (Jeff, Neal)

Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

The Board took a short recess from 11:06a.m. to 11:12a.m.

IV. MISCELLANEOUS

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

SWCD staff members gave job & project updated to the Board. Shane & Chad submitted written reports.

2. Approve Action Items from Personnel Committee Meeting (Action Item)

Motion by Bell to approve the Action Items from Personnel Committee Meeting. Seconded by Humburg.

Voting unanimously in favor by were: Anderson, Bell, and Humburg. Mensing abstained.

Voting against – None. Motion Carried.

3. 2024 SWCD Budget (Action Item)

Nate went over the 2024 preliminary SWCD Budget.

Motion by Anderson to approve the 2024 SWCD Budget. Seconded by Bell.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

4. SWCD Laptops (Action Item)

Nate went over the cost estimate for 3 new laptops for SWCD staff to be used for remote-working. With these new laptops, staff would have access to the SWCD server, whereas before that was not an option.

Motion by Mensing to approve the purchase of 3 new laptops contingent on the County approving remote working access. Seconded by Anderson.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

5. Tree Planter Repair (Action Item)

Hadley mentioned she was quoted \$400.00 by Lucas Noss for repair work on the SWCD tree planter and wanted the Board's approval before moving forward.

Motion by Anderson to approve the \$400.00 quote by Lucas Noss to repair the SWCD Tree planter.

Seconded by Bell.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

6. Tree Open House Advertising (Action Item)

Motion by Mensing to approve advertising the Tree Open House in the Faribault County Register and Wells Shopper. Seconded by Humburg.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

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Voting against – None. Motion Carried.

7. Scholarship Program (Discussion Item)

Shane mentioned that Area 6 discontinued their scholarship program, and asked the Board if the SWCD would be interested in doing 1-2 scholarships/year. After some discussion, it was decided to revisit this item at a later meeting with a list of scholarship criteria.

8. SWCD Christmas Party (Discussion Item)

The SWCD Christmas party will be held at the Thunder Bar, in Good Thunder, MN. The date of the party is still TBD.

9. January Board Meeting – Wednesday, January 10, 2024 – 8:30 a.m., Ag Center Conference Room

V. APPROVE MEETINGS | EVENTS | TRAININGS FOR STAFF (Action Item)

Motion by Bell to approve attendance to the following:

December 18th Blue Earth, 1W1P, Policy Meeting – Nate

Seconded by Mensing.

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

VI. ADJOURNMENT

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

Voting unanimously in favor by were: Anderson, Bell, Humburg, and Mensing.

Voting against – None. Motion Carried.

Chairman Feist adjourned the Regular Board Meeting at 11:56 a.m.